



# REQUEST FOR QUOTATION

09/12/2019

City of Wadsworth, Ohio

**2019 Sewer Cleaning & CCTV Inspection**

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## City of Wadsworth 2019 Sewer Cleaning & CCTV Inspection

### QUOTATION SUBMISSION:

Quotations are due by e-mail ([vmccauley@wadsworthcity.org](mailto:vmccauley@wadsworthcity.org)) or delivery. If delivered, the quotation shall be enclosed in a sealed opaque envelope bearing the name of the Quoter and marked "QUOTATION – 2019 SEWER CLEANING & CCTV INSPECTION." Quotations are to be addressed to Wadsworth City Engineering City of Wadsworth, City Hall, 120 Maple Street, Wadsworth, Ohio 44281. Please direct all general inquiries to Vicky McCauley, City Engineer at [vmccauley@wadsworthcity.org](mailto:vmccauley@wadsworthcity.org) or Gina Brescilli, Project Manager at [gbrescilli@wadsworthcity.org](mailto:gbrescilli@wadsworthcity.org). Quotations must be received no later than **Thursday, September 26, 2019 at 1:00 P.M.**

### GENERAL:

Quantities are estimated. Payment will be made for unit items per unit price as completed and accepted by the City. The City will limit the work to a maximum budgeted amount, not to exceed \$50,000. Therefore, quantities may be added or deleted at the City's discretion. The entire project will be a series of task orders as requested by the City Engineer.

### INSPECTION HOURS:

An inspector from the City may be required on the job. Normal working hours are from 7:30 a.m. to 4:30 p.m. In the event that an inspector is needed beyond the hour of 5:30 p.m. or on Saturday or Sunday, the Contractor shall notify the City 48 hours in advance to authorize the work and the inspection.

In the event that an inspector is needed for work that is due to the Contractor's negligence or poor workmanship, or that is beyond the time of completion of the project, the Contractor will be billed for and shall pay for the inspector's hours.

### CITY ENGINEER:

Except as otherwise provided in this agreement the City Engineer, under the direction of the Director of Public Service, shall act as the City's representative in regard to this contract. The City Engineer shall in all cases determine the amount, quality, acceptability and fitness of the work and materials which are to be paid for under this contract. The City Engineer shall determine all questions in relation to said work and the performance thereof and decide every question which may arise regarding the fulfillment of this contract on the part of the Contractor. The City Engineer shall provide the Contractor with construction documents from which the work is to be built.

The order of sequence of execution of the work, the methods of construction, and the general conduct of the work shall at all times be determined by the Contractor, subject to the approval of the City Engineer. If, at any time before the commencement or during

the progress of the work or any part of it, such methods, features and appliances used or to be used appear to the City Engineer to be unsafe, insufficient or improper, the City Engineer may order the Contractor to increase their safety or efficiency or to improve their character and the Contractor shall conform to such order. The failure of the City Engineer to demand any such increase of safety, efficiency, adequacy or improvement shall not release the Contractor from its obligation to secure the safe conduct and quality of the work specified. The City shall not be liable for failure to issue an order pursuant to this paragraph.

If defective work is suspected and the City Engineer so requires, the Contractor shall uncover, take down, or make openings in the finished work for the purpose of examination at such points as the City Engineer designates.

If, at any time before the final acceptance of the work, any materials or workmanship shall be discovered which does not comply with the specifications and contract drawings, it shall be immediately removed or otherwise remedied by the Contractor as the City Engineer directs when the Contractor is notified in writing by the City Engineer to do so.

If the City finds it to be necessary and proper to do so, the City may designate an engineer or engineering firm other than the City Engineer to perform the functions assigned to the City Engineer under the terms of this contract. When the Contractor is notified by the City in writing of such designation, the engineer or engineering firm so designated shall perform the functions and exercise the power assigned to the City Engineer pursuant to this contract.

SCOPE OF SERVICES AND WORK PHASING:

- A. The purpose of this quote is to obtain competitive unit prices for all labor, material, and equipment necessary to inspect, via closed-circuit television (CCTV), existing sewers. The work includes remote televising and recording of the sewer. All project locations will be within the City's service area with the majority being within the City's Right-of-Way.
  
- B. The work to be completed on each section of sewer will be performed in phases as defined in the following:
  - 1. Phase 1: Inspection.
    - a. Sewer sections shall be inspected by means of remote CCTV. If a blockage hampers the inspection of the sewer in one direction, then the Contractor shall attempt to complete the section by televising from the other manhole to complete the section. The Contractor must immediately report the obstruction to the City Engineer or his or her representative

(hereinafter referred to as "City"). All CCTV work shall conform to current NASSCO Pipeline Assessment Certification Program (PACP) standards.

b. CCTV inspections will be delivered entirely in electronic format.

1. All PACP Header information shall be completed in accordance with PACP Guidelines. In addition to mandatory Header fields, additional fields are required as noted on the attached Header Field Matrix.

2. The documentation of the work shall consist of PACP CCTV Reports, PACP database, logs, electronic reports, etc. noting important features encountered during the inspection. The speed of travel shall be slow enough to inspect each pipe joint, tee connection, structural deterioration, infiltration and inflow sources, and deposits, but should not, at any time, be faster than 30 feet per minute, except as noted otherwise in this document.

3. The camera must be centered in the pipe to provide accurate distance measurements to provide locations of features in the sewer and these footage measurements shall be displayed and documented on the video. All PACP Observations shall be identified by audio and on PACP log. All video must be continuously metered from manhole. The pipe should be clean enough to ensure all defects, features and observations are seen and logged. If cleaning is required, see NASSCO Performance Specification Guideline for Sewer Pipe Cleaning.

2. Phase 2: Sewer Pipe Cleaning.

Based on the City's review, he or she will determine if additional work will be required. The City, at their sole discretion, will either declare the work on the particular sewer section complete or notify the Contractor of additional work (i.e., Phase 3: Light Sewer Cleaning, Heavy Cleaning, Deposit Cut, Root Cut Medium, Root Cut Ball, or Lateral Cut). See NASSCO Performance Specification Guideline for Sewer Pipe Cleaning.

3. Phase 3: Additional Sewer Pipe Cleaning (Optional).

The Contractor shall perform the assigned additional work, which may be any one of the following items: Light Sewer Cleaning, Heavy Cleaning, Deposit Cut, Root Cut Medium, Root Cut Ball, or Lateral Cut.

4. Phase 4: Post Cleaning Inspection Final televising of the sewer section to evaluate the condition of the sewer section after all cleaning has been performed in Phase 3. Phase 4 will be required to be performed and will be reimbursed at the bid unit price.

a. The recorded video must show the entire circumference of the sewer. Any flow control to remove standing water and debris shall be incidental to the contract. It is not the intent of this specification to require bypass pumping to control heavy flow; however, the Contractor must, at a minimum, make reasonable effort to control the flow. The Contractor must also consider weather conditions to obtain the best video image of the sewer. This may require the Contractor to delay any video work after major rain events until the system can return to lower dry weather flow. The Contractor shall submit PACP data to include the electronic video reports, logs, etc. for the City's review.

b. The sections of sewer to be cleaned and televised through this contract will be located primarily within the paved areas of the public right-of-way; however, there may be some sewer sections that are located within public easements on private property.

C. The Contractor shall furnish all labor, components, materials, tools, and appurtenances necessary for the performance and completion of the contract.

D. Award of the contract will be determined through an evaluation of quotes and in the best interest of the City.

E. The Contractor will be held fully liable for any damages incurred that are caused by his or her negligence.

F. Patents, Trade Secrets, and Copyrights: The Contractor shall pay all license fees and royalties and assume all costs incidental to the use in the performance of the work or the incorporation in the work of any invention,

design, process, product or device which is the subject of patent rights, trade secrets protection rights, or copyrights held by others. The Contractor shall indemnify and hold harmless the City Engineer and anyone directly or indirectly employed by either of them from and against all claims, damages, losses and expenses (including attorney's fees and court and arbitration costs) arising out of any infringement of patent rights, trade secret protection rights, or copyright incident to the use in the performance of the work or resulting from the incorporation in the work of any invention, design, process, product or device not specified in the contract documents, and shall defend all such claims in connection with any alleged infringement of such rights.

TIME OF PERFORMANCE, SCHEDULING:

- A. Upon award of the contract, the Contractor shall televise and record at least three (3) segments (at least 1,000 feet of pipe) and submit the data to the City to verify that the CCTV database is compatible with the City's PACP Database, and the deliverables are acceptable to the City. The City shall verify acceptability of the deliverables within five (5) business days of receipt. After the City verifies compatibility of the inspection deliverables including the database, the City shall then issue to the Contractor a written "Notice to Proceed" including a date for commencement of work. The Contractor shall begin work on the date stated in the written "Notice To Proceed" (but no later than 10 calendar days after receipt) with an adequate force and sufficient resources to demonstrate due diligence in the performance of the contract.

COMPLIANCE AND ACCEPTANCE:

- A. Compliance with this contract shall be complete when all conditions set forth in these specifications have been met. The following defines each work item, the level of effort, and quality of work that will be necessary to meet the intent of this specification.
- B. Television Inspection
  1. As in the initial survey television inspection pay item, CCTV inspections will be delivered entirely in electronic format suitable to the City.
  2. All CCTV work shall conform to the most current NASSCO PACP standards. The documentation of the work shall consist of NASSCO PACP CCTV Reports, NASSCO PACP database, logs, electronic reports, etc., noting defects and observations encountered during the inspection.

REFERENCED DOCUMENTS:

- A. All work must also conform to the latest edition of the following specifications
  - 1. NASSCO PACP Standards
  - 2. State Department of Transportation, Construction and Materials Specification
  - 3. Rules and Regulations of the Office of the City Engineer
  - 4. Others, as required
  
- B. Liability and assumptions in order to minimize and appropriately allocate costs and risks – It is in the best interest of all contracted parties (City and Contractor) and prospective parties (i.e., Bidders) to understand thoroughly the risks associated with any particular project. For that reason we will define herein, what is standard practice in the procurement and completion of sewer cleaning and inspection so that everyone involved can effectively assess their obligations, risks and duties.
  - 1. Negligence Caused – Contractor
  - 2. City Decision to proceed after concerns raised – City
  - 3. Unforeseen Hazard (i.e., hole in pipe under flow line and not visible) – City
  
- C. Liabilities – Should it be found during initial investigation and/or during the course of performance that conditions are different than those which are typical and customary, the Contractor may negotiate a reasonable change in terms. If the City and the Contractor cannot agree on a change in terms, the City reserves the right to re-quote or cancel such work.
  
- D. Notification
  - 1. If observed defects are believed to be such that further operations may compromise the structural integrity and/or cause the pipe to become unusable, the Contractor must provide written communication to the City's designee of the observed condition(s) and reason to believe that continued operations may cause substantial damage. The City will then direct the Contractor as to what services, precautions, etc., the City will require of the Contractor. If the contract documents do not address this potential, then the City and Contractor will negotiate in good faith, the conditions under which the work is to continue or cease to continue.
  
  - 2. This exception may only be used to prevent asset damage and shall not be used to eliminate difficult or adverse areas that were previously documented in these documents or by prior written communication with the City.



## SUBMITTALS:

- A. All submittals are due as scheduled. Work will not proceed until all submittals are received and approved. The City reserves the right to adjust the due dates of the submittals based on Contractor performance. The Contractor shall label each submittal indicating what is represented, name of Contractor, and project number. All submittals identified as being in error shall be re-performed and corrected at the Contractor's expense.
  
- B. Submittals Required with Bid Documents include:
  - 1. List of references per requirements
  - 2. Documentation of certification of PACP Software
  
- C. Submittals required of the Successful Bidder seven (7) days prior to the Pre-Construction Meeting
  - 1. Name of the project supervisor and resumes
  - 2. Documentation of NASSCO PACP certification for all CCTV operators, database and software
  - 3. Site Safety Plan. A complete site safety plan, specific for the project, must be submitted one week prior to the pre-construction meeting. Work will not begin until an approved site safety plan is in place
  - 4. Sample inspection CCTV data and video or data from other approved inspection method
  
- D. Submittals Required for the Pre-Construction Meeting
  - 1. An initial comprehensive schedule of work. (To be approved by the City)
  - 2. Management Organization: Provide an organization chart depicting the essential organizational elements and senior personnel of the proposed Contractor and the functions and interrelationships of the personnel proposed to provide technical support, project management and supervision for this project. Provide succinct resumes of the personnel proposed to provide technical support and project management for this project. The personnel designated in the management summary for essential positions shall not be changed except with the permission of City. The City will only approve such a change when, in its opinion, the substitute personnel have equal or greater qualifications and experience to those intended to be replaced
  - 3. Proof that Contractor is an approved/bonded Contractor with the City

E. Submittals Required One Week Prior to Any Cleaning & Televising Work

1. Site specific site safety plan addenda

F. Weekly Submittals

1. Detailed updates to the work schedule will be provided to the City no later than 1:00 p.m. on the Friday preceding the next week's cleaning and televising work
2. Electronic data and video/scan submittals, logs, and / or electronic worksheets submitted seven (7) days prior to work. All field paperwork must be submitted before the Contractor's invoice will be processed for payment
3. Corrections to punch list items as required by the City to fulfill the requirements of this specification

G. Final Submittals Prior to Payment

1. Corrections to punch list items as required by the City to fulfill the requirements of this specification

CITY RIGHTS:

- A. The City reserves the right to stop the work when in the City's judgment the Contractor's work or activities are threatening the health and safety of the public or endangering the environment or endangering the waters of the State. Work shall not proceed until a satisfactory resolution has been achieved, according to the City.
- B. No Contractor or Subcontractor will perform any work not specifically identified in the work schedule unless approved by the City.

EMERGENCY RESPONSE:

The Contractor shall provide direct contact information to the City. These numbers are intended for the City's use in contacting the evening/weekend/holiday emergency work crew for emergencies resulting from the Contractor's actions or lack thereof during this project. This crew shall be responsible for contacting the City within one-half hour after the first verbal and electronic notification. If the Contractor's crew has not responded to the site of the emergency within one hour of the first contact, verbal and electronic, the City will make all necessary repairs and bill the Contractor for all work performed. Costs related to the emergency response will be incidental to the contract and not measured for payment.

WORKING HOURS:

- A. The Contractor must complete all work such that no homeowner is without sewer service, unless otherwise directed by the City. Local noise ordinances

or agencies having control over roadway closures may control starting or stopping operations. Prior to starting operations, the Contractor shall advise the City of the restrictions imposed by the local agencies.

- B. The Contractor may be required to work days, nights or weekends to achieve the lowest depth flows in the sewer pipes and not conflict with public events.
- C. No work will be allowed on weekends or holidays except at the discretion of the City.

DECREASE/INCREASE IN SERVICE AND STOP WORK DUE TO INCLEMENT WEATHER:

The City, at its option, may increase or decrease any or all service requirements provided for under this contract. The City further reserves the right to suspend or stop the performance of any or all of the work of this contract due to inclement weather conditions.

PRE-CONSTRUCTION MEETING (if required):

- A. Following award of the contract and before starting any work the Contractor, Job Superintendent/Project Manager, and Crew Leader shall meet with the City. The Contractor will be notified of the date, time, and place of the meeting.
- B. Attendance:
  - 1. City
  - 2. City's Inspector
  - 3. Engineer
  - 4. Contractor's Representative(s)
  - 5. Major Subcontractors
  - 6. Major Suppliers
  - 7. Others, as appropriate
- C. Agenda:
  - 1. Distribution and Discussion
    - a. List of major Subcontractors and Suppliers
    - b. Projected Construction Schedules
  - 2. Critical Work Sequencing
  - 3. Major Equipment Deliveries and Priorities
  - 4. Project Coordination
    - a. Designation of responsible personnel
  - 5. Procedures and Processing
    - a. Field decisions
    - b. Requests for Information

- c. Submittals
- d. Deliverables
- e. Change Orders
- f. Applications for Payment
- 6. Procedures for Maintaining Record Documents
- 7. Use of Premises
  - a. Office, work and storage areas
  - b. City's requirements
- 8. Construction Facilities, Controls and Construction Aids
- 9. Procedures for reporting Sanitary Sewer Overflows (SSOs)
- 10. Temporary Utilities

**CLOSE-OUT PROCEDURES:**

Progress Meetings: Project closeout will be completed in phases by project. The City will hold progress meetings at predetermined intervals, or as determined necessary by the City. Items covered in the meetings include the following.

1. Punch List: This list will detail all items requiring correction, repair, or improvements in order to be accepted. The Contractor will address these items within 7 calendar days or as specified by the City. Failure to complete punch list items will result in a stop work notice and delay of payment until completed to the satisfaction of the City.
2. Reports and Submittals: Final reports, post-tapes and other submittals previously described will be finalized and submitted.
3. Review of the status of pay estimates.
4. Issue project worksheets, as necessary.
5. Work scheduling issues.

**PRE-QUALIFICATIONS:**

- A. The successful bidder must have an onsite field supervisor with a minimum three (3) years of experience specializing in the televising of sewers. A foreman for each crew performing television inspection with a minimum of five (5) years of experience specializing in that type of work may be substituted for the onsite field supervisor requirement. The Contractor shall provide the names, titles, phone numbers and addresses of a minimum of two references that can be used to verify this experience. The references must be contract managers or persons of authority over cleaning and televising work performed by the Contractor.
  1. The Contractor shall also provide five (5) similar projects with inspection equipment as proposed for this project.
  2. The Contractor must have foreman or supervisors meeting all pre-qualifications for the duration of the contract.

B. PACP Requirements

1. Current NASSCO PACP certification of all CCTV operators, working on this project, will be required for all CCTV work.
2. Database shall be an NASSCO-PACP (Current Version) Certified Access Database.
3. CCTV Software shall be NASSCO-PACP (Current Version) certified.
4. CCTV Inspections (Video and Data Collected) will be delivered entirely in digital format.

MAINTENANCE OF TRAFFIC:

- A. The Contractor shall be responsible for maintaining "local" traffic at all times and for notifying the proper authorities regarding the closing of the roads. The Contractor will be responsible for obtaining all permits required for maintenance of traffic.
- B. The Contractor shall not begin work until standard barricades and warning signs are in an acceptable position and the markers and signs conform to the current Ohio Manual of Uniform Traffic Control Devices (OMUTCD) and all applicable state and local requirements. The Contractor assumes all responsibilities and liabilities regarding strict adherence to applicable sections for the maintenance of traffic and public safety as set forth in the OMUTCD, and other applicable regulations. All traffic control devices must be in place prior to starting work. The contractor shall supply and maintain adequate signs, barricades, lights, arrows, flaggers, etc., as necessary to comply with the OMUTCD.
- C. The cost of all traffic control devices shall not be paid separately, but shall be included in the other price items in the contract.
- D. The Contractor shall maintain local traffic at all times during all phases of this project in a manner causing the least amount of inconvenience to the abutting property owners. Temporary driveways, temporary roadways, or run around as may be necessary to provide vehicular access to and from the abutting properties shall be constructed, maintained, and subsequently removed by the Contractor as directed by the City.
- E. The portion of the pavement not affected by the work shall be kept clear of all material and equipment.
- F. The Contractor shall hold harmless the City and all its representation from all suits, actions, claims of any character brought on account of any injuries or damages sustained by any person or persons or property in the performance of this contract.

- G. If at any time traffic has to be blocked (emergencies only), the Contractor shall notify the nearest fire, police departments and service departments.
- H. The cost of maintenance of traffic shall be incidental to the contract and not measured for payment.
- I. All lane closures shall be held to a minimum distance. Flaggers will be required as necessary in accordance with the OMUTCD and/or the FHWA guidelines to properly and safely control traffic during lane closures.
- J. If, in the opinion of the City, the Contractor refuses to provide proper traffic control, maintenance of control devices, dust control, or keep the adjacent roadways clean, the City may take the necessary steps to correct such conditions, the cost of which will be deducted from the contract amount.

EXISTING UTILITIES:

- A. The Contractor must take the necessary precautions for the protection of any utility encountered on the project or the restoration of any utility damaged during the work.
- B. If an excavation is required, the Contractor shall notify, at least 48 hours before breaking ground, all public or private service corporations having wire, poles, pipes, conduit, manholes, or other structures that may be affected by this operation, including all structures which are affected and not shown on these plans. Owners of underground utilities, which are members of the State's one call service, can be notified by calling. Non-member underground utility owners must be called directly.
- C. All maintenance, repair, and replacement of existing utilities shall be in accordance with the rules and regulations of the various utility companies having jurisdiction.
- D. All existing storm sewers, driveway drains, surface drain pipes and other property removed or damaged during construction shall be repaired and reconnected by the Contractor as directed by the City at no additional cost to the City.

REQUEST FOR SUPPLEMENTARY INFORMATION:

- A. It shall be the responsibility of the Contractor to make timely requests of the City for supplemental information, which should be furnished by the City under the terms of this contract, and as required in the planning and execution of the work. Such requests may be submitted from time to time

as the need approaches, but each shall be filed in ample time to permit appropriate action to be taken by all parties involved to avoid delay.

- B. Each request shall be in writing, and list the various items and the latest day by which each will be required by the Contractor. The first list shall be submitted within two (2) weeks after contract award and shall be as complete as possible at that time. The Contractor shall, if required, promptly furnish any assistance and information the City may require in responding to these requests of the Contractor. The Contractor shall be fully responsible for all delays arising from failure to comply with this section.

USE OF PREMISES:

- A. The Contractor shall not trespass upon or in any way disturb private property without first obtaining written permission from the property owner and/or City or Prime Contractor as appropriate to do so. A copy of such written permission shall be furnished to the City prior to accessing the site.
- B. It shall be the Contractor's responsibility to work equipment around poles, trees, or other obstructions and to do so at his own expense.
- C. If the Contractor finds it necessary to obtain additional working area, it shall be the Contractor's responsibility for its acquisition.
- C. The Contractor shall, at no additional expense, restore such property to the original condition in the sole and unfettered opinion of the City. The Contractor must take photographs and/or videos of existing properties prior to disturbance of each property, and make a copy available to the City.
- E. All items within the street right-of-way or sewer easement shall be removed, or removed and replaced, or restored as directed by the City.
- F. The Contractor shall ensure all employees have a badge or visible identification during any time that they are on the project site or within private property. This identification must be worn so that it is readily recognized and readable to the public.

PROTECTION OF TREES:

The Contractor shall avoid any unnecessary damage to trees. Branches which overhang the project limits and which interfere with the operation of equipment shall be tied back to avoid damage, if possible. Where injury to branches is unavoidable, the branches shall be sawed off neatly at the trunk or main branch, and the cut area shall be

protected with approved pruning spray immediately. The Contractor at no additional expense shall remove any trees damaged beyond saving, and make restitution to the City (public or private).

FENCING:

Any fences, including hedges and shrubs, that need to be removed to facilitate the work shall be replaced, in kind or with repairs satisfactory to the owner, at the Contractor's expense. Replacement of fences, hedges, and shrubs shall be considered incidental to the contract and not measured for payment.

RESTORATION:

- A. All roadway berms and drainage ditches disturbed by the work shall be restored, reshaped, and graded to drain.
- B. Pavement restoration, if necessary, shall conform to the City's Specifications. Trench backfill and compaction shall be in conformance with the local street restoration jurisdiction.
- C. The remediation of sunken trenches caused by activities conducted in this contract shall be the Contractor's responsibility. Sunken areas shall be backfilled and compacted to meet adjoining grades; the surface shall be re-seeded or resurfaced with asphalt or concrete matching the existing surfacing.
- D. The Contractor shall restore unpaved areas by seeding and mulching. No direct payment will be made for seeding and mulching.
- E. Driveways shall be restored in accordance with the City's regulations, or the City's Specifications depending upon who has jurisdiction for the driveway.
- F. All disturbed areas shall be restored as nearly as possible to their original condition.
- G. All restoration shall be completed in strict accordance with the appropriate items of the specifications as directed by the City.
- H. The cost of all restoration of streets, drives, walks, sod, etc., shall be incidental to the contract and not measured for payment.
- I. Restoration shall be kept current with the project work. Failure to keep restoration of these items completed reasonably close shall result in a stop work notice and delay of payment until such restoration is completed to the satisfaction of the City.



CLEANUP:

The Contractor shall keep the work area in an uncluttered condition by the frequent removal of debris. The Contractor shall remove all debris and unused material and leave the area in a condition similar to the condition of the area before any work was performed.

PROPERTY DAMAGE:

- A. The Contractor shall immediately investigate any and all reports of sewage backing up into fixtures served by the sewer section that is being cleaned or televised.
  
- B. The Contractor will be required to notify the City immediately if he or she causes any damage to private or public property caused by activities related to this contract. The Contractor shall make repairs and/or clean the property immediately in a timeframe that is acceptable to the City.

ACCESS TO MUNICIPAL WATER SUPPLIES:

All water used on the project shall be furnished by the City at the city water treatment plant, free of charge, but subject to the needs of the City and its control. Fire hydrants shall not be used as a source of water.

GENERAL EXECUTION:

- A. The Contractor shall furnish and maintain, in good condition, all cleaning and televising equipment necessary for proper execution of the work.
  
- B. Maintaining Flow: It will be the responsibility of the Contractor, throughout the tenure of this contract, to provide and maintain sufficient flow at all times to pass any flash of storm flow of drainage ditches and prevent any backwater flooding due to obstruction caused by cleaning or CCTV equipment.
  
- C. Retrieval of Materials and Equipment: It shall be the Contractor's responsibility to remove materials and equipment that has been lodged in the sewer from cleaning, television inspection, or point repair excavations.
  
- D. Work Schedule. This schedule shall outline the sequence in which the Contractor proposes to conduct his operations and shall be approved by the City before work is started. The Contractor shall use a time-scaled logic diagram format. The level of detail of activities shall provide clear, concise communication of the plan of work. At a minimum, activities showing initial mobilization, start-up, cleaning and televising, and any resultant point repairs shall be included.

- E. Original and updated schedules must be provided to the City in writing. The software used for producing the schedules must have the capability to tailor the form and format of schedules, and accompanying reports, to the City's requirements.
- F. The City may require additional updates to the schedule as changes occur. These additional updates will be submitted to the City within 24 hours of the request. Changes to the schedule are subject to approval of the City.

**TELEVISION INSPECTION AND COMPUTERIZED EQUIPMENT:**

- A. The Contractor shall use a color pan and tilt camera or a side wall scanning (panoramic) camera specifically designed and constructed for sewer inspection. Each sewer to be televised shall be suitably isolated to control flow during the inspection. The Contractor shall provide a recording of the televised sewer inspection, locating each sewer service connection entering the sewer.
- B. Lighting for the pan and tilt camera or side wall scanning camera shall provide a clear picture of the entire periphery of the existing sewer.
- C. The pan and tilt camera shall pause, pan, and visually inspect all service connections, pipe ends, and maintenance or structural defects. If utilizing a camera with side wall scanning capabilities, pausing and panning of each lateral is not necessary during the inspection if the image clearly depicts the inside of the lateral for post processing. If a blockage cannot be removed and hampers the televising of the sewer in one direction then the Contractor shall attempt to complete the section by televising from the other manhole to complete the section; this reversal should immediately follow the initial direction. The Contractor must immediately report the obstruction to the City.
- D. Side wall scanning inspection systems are imaging cameras that are capable of a continuous 360 degree image capture of the wall of the pipeline being inspected. These systems may have one or multiple cameras to capture the complete interior view of the pipeline. Due to the high resolution of the image quality, the inspections may be conducted at a higher speed than color pan and tilt CCTV method. Once the pipeline inspections are completed, the captured images can be linked with a companion software package that allows for identifying and coding defects and features in the pipeline. Typically these systems provide a fold flat view and a perspective view (typical of CCTV) of the pipeline.

- E. If the image quality is not adequate for post-inspection coding, the Contractor shall be required to repeat the survey at the Contractor's expense.
- F. The Contractor shall perform all CCTV inspections in accordance with NASSCO's Pipeline Assessment Certification Program (PACP). CCTV inspections will be delivered entirely in electronic format. The entire survey shall be recorded in an approved electronic format submitted with electronic links between the data and the video. All television inspection reports shall be within +/- two (2) feet of the measured linear footage between manholes along the existing sewer centerline from the start of pipe to end of pipe. All City and PACP required header information must be fully and accurately entered on all CCTV reports. Work not following these specifications may be rejected for payment and the Contractor may be required to redo the work.
- G. The Contractor shall provide a PACP certified operator on site at all times during the entire survey. If video is to be coded separately from the actual recording, both the onsite Operator and the individual performing the PACP coding shall be PACP certified. The Contractor shall provide proof of certification prior to commencement of work, prior to a change in personnel involved in data collection, and as requested by the City
- H. CCTV reports, logs, electronic reports, and worksheets must include the following information and conform to the applicable guidelines:
  - 1. CCTV Reports, NASSCO PACP Certified Database, and electronic worksheets must accompany all inspection work.
  - 2. All City and NASSCO PACP required header information must be fully and accurately entered on all CCTV reports.

MEASUREMENT AND PAYMENT:

- A. In cases where the sewer is entirely inspected manhole-to-manhole, payments will be based on the measured linear footage between manholes along the existing sewer centerline from manhole wall to manhole wall at the unit price submitted on the unit price page.
- B. All invoicing will be by sewer segment and payment will be made when all punch list items and rework are completed for each sewer segment. Additional work shall be invoiced and paid upon completion.
- C. The following items of work will not be measured for payment but the cost thereof will be considered as incidental to the contract:

1. Data entry, computerized equipment, software, and hardware to submit the required electronic submittals, including the DVDs, records, and logs.
2. Completion of all electronic forms.
3. Photographic equipment and supplies used to show sewer pipe and manhole defects.
4. Bypass pumping and flow control where required by the Contractor to perform his or her work.
5. Providing temporary and final paving at any proposed excavations.
6. Providing temporary and final restoration of grass areas.
7. Emergency after-hours response.
8. Re-televising and re-cleaning following a point repair completed by the Contractor.
9. Demobilization and mobilization because of suspension of work.
10. Updates to the schedule as required by the City.
11. Right of entry access to private property.
12. Dye testing of service connections in order to meet the CCTV specification.

D. In order for the City to properly and accurately track costs of the contract, the Contractor shall submit invoices on each task within 30 days of the work.

ALTERATIONS AND CHANGES:

It is intended that the plans and/or specifications shall be explanatory of each other, but should any discrepancy appear or any misunderstanding arise as to the import of anything contained in either, the interpretation shall be made by the City Engineer. Any correction of errors or omissions in the drawings or specifications may be made by the City Engineer, whenever such correction is necessary for the proper fulfillment of their intention.

If, in order to carry out and complete fully and perfectly the work herein agreed to be done and performed, and either before or after commencement of construction, should it be deemed necessary or desirable by the City to make alterations and changes from time to time in the line, grade, plan form, dimensions, or materials of the work or any part thereof, it is agreed that the City may alter and change said work in a manner that does not materially affect the substance thereof, nor materially increase the amount to be paid.

CLAIMS FOR EXTRA WORK:

All claims for extra work or materials shall be made to the City Engineer, in writing within seven (7) days of the extra work, and the failure to make such claims within the required time shall be deemed a waiver on the part of the Contractor to extra pay for

such additional work or materials. All claims for extra work or materials shall contain separate itemized statements covering the work done, and attached to the order for the extra work. To all such bills shall be attached vouchers, in duplicate, for all bills or materials or supplies purchased by Contractor, especially for use on or incorporated in such extra work, and the Contractor shall permit such examination of his books, vouchers, and accounts as the City Engineer may require in checking said bills.

SAFETY REQUIREMENTS:

The contractor, any subcontractors and all construction work shall meet all safety regulations as mandated by the State of Ohio and Federal Occupational Safety and Health Act (OSHA) standards.

STATE COMPENSATION AND INSURANCE:

The Contractor shall be required to furnish certificate showing that he has complied with the Ohio Workers' Compensation Act and shall relieve the City from any and all costs and expenses which may be due to accidents or other liabilities mentioned in said Act.

- A. Workers' Compensation Insurance: The Contractor shall procure and shall maintain during the life of this contract Workers' Compensation Insurance for all his employees to be engaged in work on the project under this contract and, in case any such work is sublet, the Contractor shall require the subcontractor similarly to provide Workers' Compensation Insurance for all of the latter's employees to be engaged in such work unless such employees are covered by the protection afforded by the Contractor's Workers' Compensation Insurance.
- B. Proof of Carriage of Insurance: The Contractor shall furnish the City with satisfactory proof of carriage of the insurance required. Three copies of each are required.
- C. Public Liability and Property Damage Insurance, Contingent Public Liability and Contingent Property Damage Insurance: The Contractor shall take out and maintain during the life of the contract, such Public Liability (Contractor's Public Liability), Contingent Public Liability (Contractor's Property Damage) Insurance, and Contingent Property Damage (Contractor's Protective Property Damage) Insurance as shall protect him and any subcontractor performing work covered by this contract from claims for damages for personal injury including accidental death as well as claims for property damages which may arise from operations under this contract, whether such operations be by himself or by any subcontractor or by anyone directly or indirectly employed by either of them. The Contractor shall maintain coverage of the types and in the amounts herein

below specified for all work sublet, either by furnishing riders to his own Public Liability and Property Damage Insurance Policies or by requiring the subcontractor concerned to furnish their own Public Liability and Property Damage coverage in the amounts herein below specified. The amounts of such insurance shall be as follows:

Public Liability and Contingent Public Liability Insurance in an amount not less than \$1,000,000 for injuries, including accidental death, to any one (1) person, and subject to the same limit for each person in an amount not less than \$1,000,000 on account of each accident.

Direct and Contingent Property Damage Insurance in an amount not less than \$1,000,000 for each occurrence.

Insurance covering the Contractor and subcontractors may be accepted by the City in amounts less than those herein above specified, provided that the following conditions shall be fulfilled:

1. The Contractor shall furnish evidence satisfactory to the City that the insurance coverage offered is adequate for the risk involved.
2. The Contractor shall give to the City a money credit equal in amount to the difference between premium on insurance in the amounts herein above specified and the premium on the insurance offered.

Insurance, to be acceptable, must not be subject to change or cancellation in less than ten (10) days after receipt of notice by the insured and by the City. Prior to the start of construction on each contract or subcontract, sufficient documentary evidence to establish full compliance with these insurance requirements shall be submitted to the City. If any part of the contract is sublet, the Contractor is responsible for the part sublet being adequately covered by insurance herein above mentioned.

**INDEMNIFICATION:**

The Contractor agrees to indemnify and to hold City harmless and immune from any and all claims for injury or damages arising from this agreement which are attributable to Contractor's own actions or omissions or those of its officers, agents, employees, subcontractors, suppliers or third parties utilized by Contractor while acting under this agreement. Such claims shall include all claims for bodily injury, personal injury and property damage that may arise from Contractor's and its subcontractor's operations in performance of the work and any claims made under the Fair Labor Standards Act or under any other federal or state law involving wages, overtime or employment matters and any claims involving patents, copyrights and trademarks.

WITHOLDING CITY INCOME TAXES:

The Contractor hereby further agrees to withhold all City of Wadsworth income taxes due or payable under the provisions of the Title Eight of Part One of the Codified Ordinances of the City of Wadsworth, Ohio, for wages, salaries, and commissions paid to its employees and further agrees that any of its subcontractors shall be required to agree to withhold any such City of Wadsworth income taxes due under said Title for services performed under this contract.

TIME OF COMPLETION:

The Contractor shall complete all work activities as defined in this RFQ and mutually agreed to schedule with the City Engineer.

The CONTRACTOR shall make every possible effort to perform work in a continuous manner at the project site. Abandoning the site and re-mobilizing at a later date for one task order will not be permitted without permission from the City.

WATER SUPPLY

All water used on the project may be furnished by the City at the city water treatment plant, free of charge, but subject to the needs of the City and its control. All apparatuses and vehicles filling off the water treatment plant's bulk water line shall have an air gap as approved by the City. Fire hydrants shall not be used as a source of water.

**CONTRACT PRICE:**

The City shall pay the Contractor for completion of the work in accordance with the RFQ/Proposal Documents the estimated amount of \$\_\_\_\_\_ in accordance with the Bid Schedule as awarded by the City, as included in the Contract Documents, subject to additions and deductions by Change Order.

**Acceptance by Contractor**

Signature of Contractor \_\_\_\_\_

Title: \_\_\_\_\_

Company Name \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

This proposal/agreement is hereby reviewed and accepted by the Wadsworth City Engineer on this \_\_\_\_\_ day of \_\_\_\_\_, 2019 by:

\_\_\_\_\_  
Victoria McCauley, P.E.  
City Engineer

City Project No. \_\_\_\_\_  
Purchase Order No. \_\_\_\_\_

**Acceptance by City of Wadsworth**

This proposal is hereby accepted by the City of Wadsworth on this \_\_\_\_\_ day of \_\_\_\_\_, 2019 by:

\_\_\_\_\_  
Robert J. Patrick  
Director of Public Service



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**QUOTE FORM**  
**CITY OF WADSWORTH, OHIO**  
**2019 SEWER CLEANING & CCTV INSPECTION**

On each unit price estimated quantity item, the "ITEM BID AMOUNT" must equal "UNIT BID PRICE" multiplied by the "ESTIMATED QUANTITY". For example, if the quotation "UNIT BID PRICE" is \$5/Unit and the "ESTIMATED QUANTITY" is 1000 Units, the "ITEM BID AMOUNT" will be \$5,000.00. In case of discrepancy on unit bid price items, the "UNIT BID PRICE" multiplied by the "ESTIMATED QUANTITY" shall be considered as the intent of the Bidder. When the unit is a lump sum (LS), enter the lump sum amount under the "ITEM BID AMOUNT" only.

ITEM NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT BID PRICE		TOTAL BID PRICE	
				DOLLARS	CENTS	DOLLARS	CENTS
<b>PAYMENT ITEMS</b>							
1	CCTV Inspection of Sewer, 8" - 18"	LF	10,000				
2	CCTV Inspection of Sewer, 21" - 27"	LF	2,000				
3	CCTV Inspection of Sewer, 30" - 48"	LF	600				
4	Regular Cleaning, 8" - 18"	LF	4,000				
5	Regular Cleaning, 21" - 27"	LF	500				
6	Regular Cleaning, 30" - 48"	LF	300				
7	Heavy Duty Cleaning, 8" - 18"	LF	1,000				
8	Heavy Duty Cleaning, 21" - 27"	LF	300				
9	Heavy Duty Cleaning, 30" - 48"	LF	200				
10	Post Cleaning CCTV Inspection, all sizes	LF	3,000				
11	General Allowance	LS	1			\$5,000	00
				<b>TOTAL QUOTE AMOUNT</b>			

**BIDDER:** \_\_\_\_\_ **TITLE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

\_\_\_\_\_  
 (PRINTED NAME/SIGNATURE)

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