

DATE: March 1, 2018

**NORTH LONDONDERRY TOWNSHIP
MUNICIPAL CENTER
655 EAST RIDGE ROAD
PALMYRA, PA 17078**

CONTRACT DOCUMENTS

SPECIFICATIONS AND BIDDING DOCUMENTS

FOR

2018 SANITARY SEWER LINE CLEANING & TELEVISIONING

TABLE OF CONTENTS

ADVERTISEMENT 3

INSTRUCTIONS TO BIDDERS 4

PROPOSAL 6

BID BOND 8

PUBLIC WORKS EMPLOYMENT VERIFICATION FORM 10

CONTRACT 11

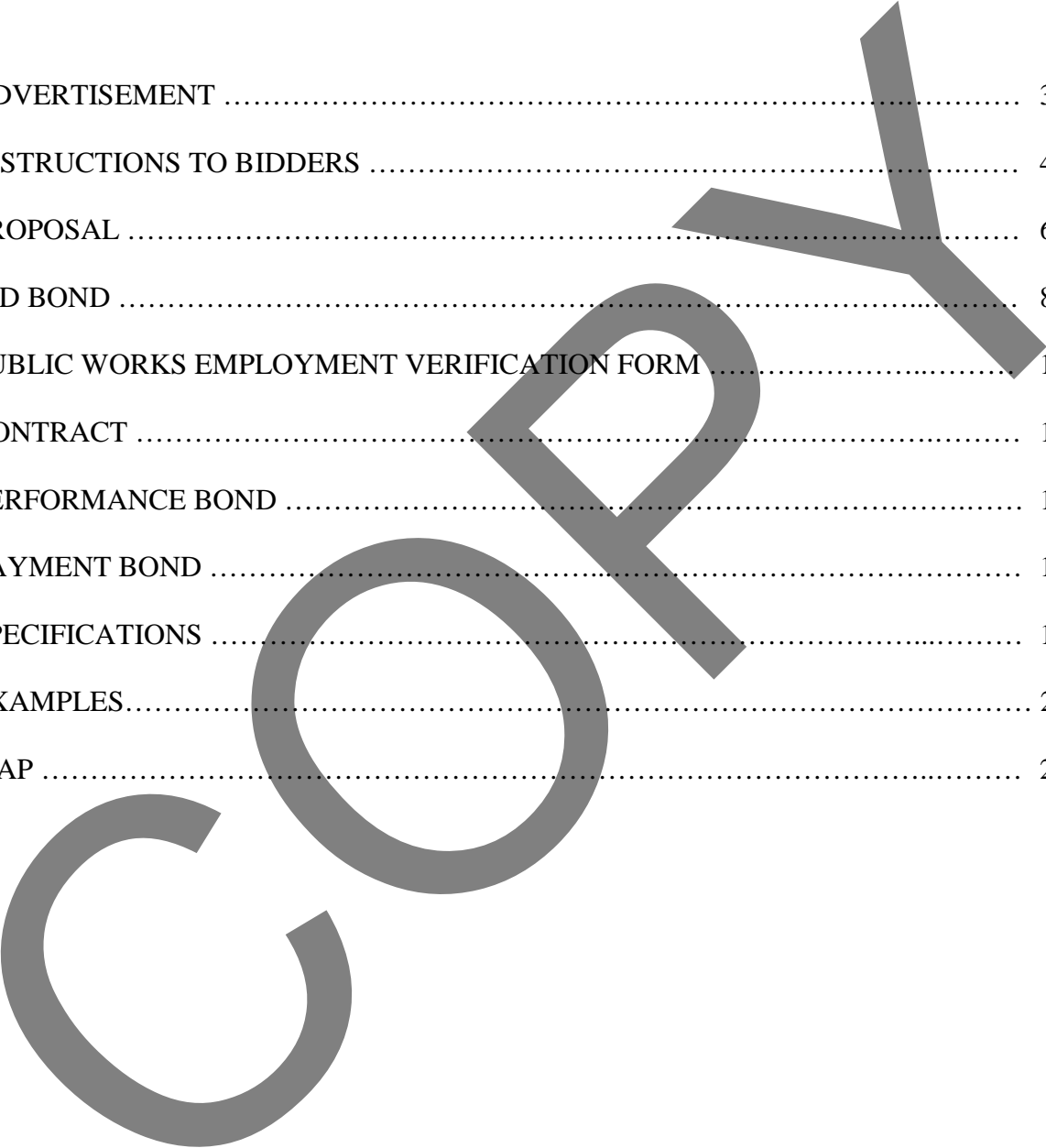
PERFORMANCE BOND 13

PAYMENT BOND 15

SPECIFICATIONS 17

EXAMPLES 21

MAP 22



ADVERTISEMENT

2018 SANITARY SEWER LINE CLEANING & TELEVISIONING

SEALED BIDS for 2018 Sanitary Sewer Line Cleaning & Televising will be received by the Supervisors of the Township of North Londonderry, Lebanon County, PA at the Township Office, 655 East Ridge Road, Palmyra, PA, 17078, until 10:15 a.m. prevailing time, March 1, 2018.

Full specifications and bidding documents may be viewed on the Township website, www.nlondtwp.com. Official documents must be obtained by contacting the Township Office at (717) 838-1373.

Bids shall be accompanied by a certified check, or satisfactory bid bond, made payable to or naming as obligee, North Londonderry Township in an amount not less than ten percent (10%) of the amount of the base bid.

Michael D. Booth
Township Manager

COPY

INSTRUCTIONS TO BIDDERS

Each person requesting specifications and bidding documents is furnished with one (1) complete set of documents as well as two (2) copies of the Proposal Form and two (2) copies of the Bid Bond Form. The two (2) copies of the Proposal Form and one (1) copy of the Bid Bond (if needed) along with the PA Public Works Employment Verification Form shall be used to submit your Proposal.

Signatures must be in longhand and in ink. Typewritten signatures will not be accepted. Any erasure marks must be initialed by executor of the bid.

Proposals shall be accompanied by a certified check, or satisfactory bid bond, made payable to or naming as obligee, North Londonderry Township in an amount not less than ten percent (10%) of the amount of the base bid. Guarantee checks or bid bonds shall be forfeited as liquidated damages if the bidder fails to execute the contract and furnish bonds as specified, within fifteen (15) days after notification of the contract award.

The Proposal must be physically received in the Township Office by 10:15 a.m. prevailing time, March 1, 2018. Proposals presented after 10:15 a.m. will not be received or accepted. The Proposals will be publicly opened and read at 10:15 a.m. prevailing time, March 1, 2018, and considered for award at the meeting of the North Londonderry Township Board of Supervisors on March 20, 2018, beginning at 7:30 p.m. prevailing time.

The Proposal must be signed by an owner, partner, or in the case of a corporation by the President or Vice President and attested by the Secretary, with the corporate seal affixed thereto. If signed by any other corporate officer, a power-of-attorney must be attached to the bid.

Place of Bid Opening

North Londonderry Twp. Office
655 E. Ridge Road
Palmyra, PA 17078
(717) 838-1373

Time of Bid Opening

March 1, 2018
10:15 a.m.

Insurance Required

(Bodily Injury)

\$1,000,000 Each Person
\$1,000,000 Each Accident

Property Damage Liability

(Automobile)

\$1,000,000 Each Accident
\$2,000,000 Aggregate

Property Damage Liability

(Except Automobile)

\$1,000,000 Each Accident
\$2,000,000 Aggregate

Workers' Compensation

As required by law.

Excess Liability

\$1,000,000 Per Occurrence
\$1,000,000 Aggregate

INSTRUCTIONS (Continued)

All bids must be marked "2018 SANITARY SEWER LINE CLEANING & TELEVISIONING" on outside of envelope.

BIDDERS ARE INVITED TO CONTACT THE TOWNSHIP WITH ANY QUESTIONS REGARDING THE BID SPECIFICATIONS.

Bids shall be irrevocable for a period of forty-five (45) days after the bid opening and bidders may not withdraw their bids during that period.

The Township of North Londonderry reserves the right to accept or reject any or all bids and to waive technicalities and informalities in any bid for the best interest of the Township and to consider the competency and responsibility of the bidder in awarding the contract.

NOTE: PLEASE READ ALL ATTACHED PAPERS CAREFULLY. NO CHANGES OR SUBSTITUTIONS SHOULD BE MADE TO THE ORIGINAL BID DOCUMENTS.

COPY

PROPOSAL (Continued)

The municipality may withdraw or reduce the quantity of any item or terminate or reduce the scope of the contract if the unit cost of any item is increased more than ten percent (10%) above the bid.

If written notice of the acceptance of this bid is mailed, telegraphed or delivered to the undersigned within forty-five (45) days after the date of opening of the bids, or anytime thereafter before this bid is withdrawn, the undersigned will, within fifteen (15) days after the date of such mailing, telegraphing or delivering of such notice, execute and deliver a contract in accordance with specifications and bid as accepted. Along with the contract delivery, the successful bidder shall submit a guarantee of performance in terms of the contract in the form of a bond or certified check payable to North Londonderry Township in the amount of one hundred percent (100%) of the bid. If a certified check is submitted, it will be forfeited to North Londonderry Township to cover any added costs to the Township in the event it determines by written notice to the contractor that any equipment was not available when needed or that its performance was unsatisfactory

The undersigned hereby designates as his office to which such notice of acceptance may be mailed, telegraphed or delivered;

(Company Name & Address)

Telephone

Facsimile

Witness

Bidder

SEAL

Printed Name

BID BOND

KNOW ALL MEN BY THESE PRESENTS, that we

(Company Name & Address)

as Principal, hereinafter called the Principal, and

(Surety Company)

a corporation duly organized under the laws of the State of _____, as Surety, hereinafter called the Surety, are held and firmly bound unto the Township of North Londonderry, Palmyra, Lebanon County, PA, as Obligee, hereinafter called the Obligee, in the

sum of _____

Dollars (\$ _____), for the payment of which sum will and truly be made, the said Principal and said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, The Principal has submitted a proposal for furnishing and delivering

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a contract with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or contract documents with good and sufficient surety for the faithful performance of such contract, or in the event of the failure of the Principal to enter such contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

BID BOND (Continued)

Signed and sealed this _____ day of _____, A.D. 2018.

IN THE PRESENCE OF:

Printed Name

Title:

Printed Name

Title:

Principal

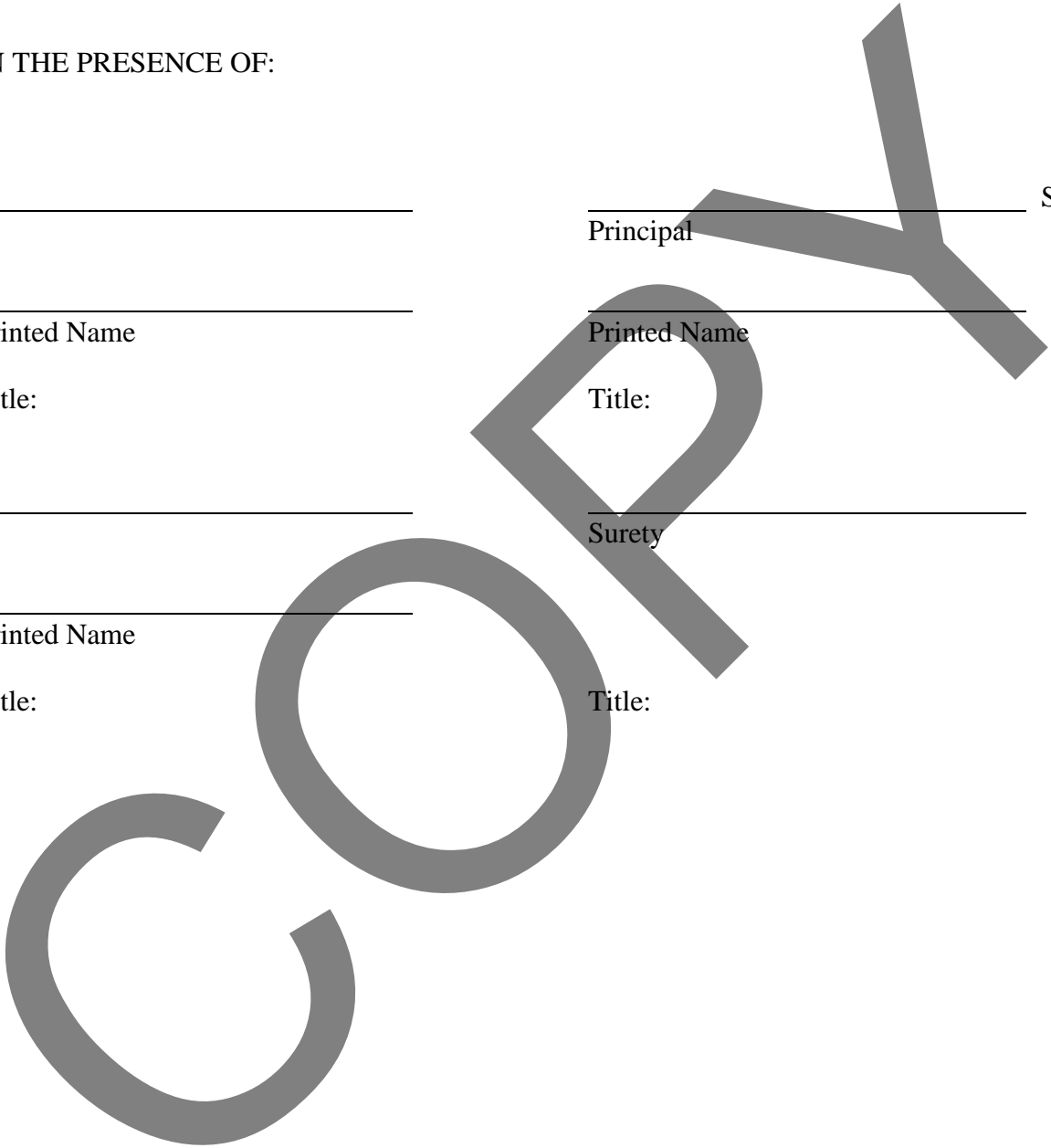
Printed Name

Title:

Surety

Title:

SEAL





PUBLIC WORKS EMPLOYMENT VERIFICATION FORM

Date _____

Business or Organization Name (Employer) _____

Address _____

City _____ State _____ Zip Code _____

Contractor Subcontractor (check one)

Contracting Public Body _____

Contract/Project No _____

Project Description _____

Project Location _____

As a contractor/subcontractor for the above referenced public works contract, I hereby affirm that as of the above date, our company is in compliance with the Public Works Employment Verification Act ('the Act') through utilization of the federal E-Verify Program (EVP) operated by the United States Department of Homeland Security. To the best of my/our knowledge, all employees hired post January 1, 2013 are authorized to work in the United States.

It is also agreed to that all public works contractors/subcontractors will utilize the federal EVP to verify the employment eligibility of each new hire within five (5) business days of the employee start date throughout the duration of the public works contract. Documentation confirming the use of the federal EVP upon each new hire shall be maintained in the event of an investigation or audit.

I, _____, authorized representative of the company above, attest that the information contained in this verification form is true and correct and understand that the submission of false or misleading information in connection with the above verification shall be subject to sanctions provided by law.

Authorized Representative Signature

CONTRACT

THIS CONTRACT AND AGREEMENT entered into this _____ day
of _____ 2018, by and between _____

hereinafter called Contractor and NORTH LONDONDERRY TOWNSHIP, 655 East Ridge Road, Palmyra, PA.

The Vendor agrees to sell and North Londonderry Township agrees to buy, upon the terms and conditions hereinafter set forth.

SANITARY SEWER LINE CLEANING

Clean approximately 44,700 feet of pipe using high-velocity jet/vacuum machinery equipped with mechanical measuring device capable of determining distance of travel into the pipeline.

Estimated Quantity: 44,700 Feet @ \$ _____ = \$ _____

SANITARY SEWER LINE TELEVISIONING & VIDEO/PAPER DOCUMENTATION

Televise approximately 44,700 feet of pipe using a color camera specifically designed and constructed for sewer inspection.

Estimated Quantity: 44,700 Feet @ \$ _____ = \$ _____

TOTAL: \$ _____

Note: As per attached map, special conditions exist within the proposed cleaning area which may require specialized equipment.

The municipality may withdraw or reduce the quantity of any item or terminate or reduce the scope of the contract if the unit cost of any item is increased more than ten percent (10%) above the bid.

CONTRACT (Continued)

The above price is delivered to the Township of North Londonderry. The Vendor agrees to furnish the above in strict accordance with the attached specifications, subject to the inspection of the Township of North Londonderry. The Vendor further agrees to furnish the above (delivery) as required. North Londonderry Township agrees to make payment within thirty (30) days after delivery and acceptance. Payment will be issued upon completion of the contract under one (1) invoice. Multiple invoicing through stages of the contract will not be accepted.

This Contract constitutes the entire agreement between the parties hereto and its provisions shall not be changed, except in writing, agreeable to both parties.

IN TESTIMONY WHEREOF, Said parties have hereunto set their hands the day and year above.

CONTRACTOR

North Londonderry Township
PURCHASER

Signature

Chairman

Printed Name

Title:

Attest

Attest

PERFORMANCE BOND

KNOW ALL MEN BY THESE PRESENTS:

that _____

as Principal, hereinafter called Vendor, and

as Surety, hereinafter called Surety, are held and firmly bound unto NORTH LONDONDERRY TOWNSHIP, 655 East Ridge Road, Palmyra, PA, as Obligee, in the amount of

_____ Dollars (\$ _____),

for the payment whereof Vendor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, Vendor has by written agreement dated _____
entered into a contract with North Londonderry Township for _____

in accordance with specifications attached, which contract is by reference made a part hereof, and is hereinafter referred to as the Contract.

NOW, THEREFORE, the condition of this obligation is such that, if Vendor shall promptly and faithfully perform all the terms and conditions of the above mentioned contract, and within time mentioned, then this obligation shall be null and void; otherwise it shall remain in full force and effect.

The Surety hereby waives notice of any alteration or extension of time made by North Londonderry Township.

Any suit under this bond must be instituted before the expiration of two (2) years from the date on which final payment under the contract falls due.

PERFORMANCE BOND (Continued)

No right of action shall accrue on this bond to or for the use of any person or corporation other than North Londonderry Township named herein or the successors of North Londonderry Township.

Signed and sealed this _____ day of _____, A.D. 2018.

IN THE PRESENCE OF:

Principal

SEAL

Printed Name

Printed Name

Title:

Title:

Surety

SEAL

Printed Name

Title:

Title:

PAYMENT BOND

KNOW ALL MEN BY THESE PRESENTS, that we, _____
_____ of _____
_____, as PRINCIPAL and _____
_____ a corporation incorporated under the laws of the State of _____
_____ as SURETY, are held and firmly
bound unto the _____
in the full and just sum of _____
(\$ _____), dollars, lawful money of the United States of America, to be paid to the
said _____ or its assigns, to which payment well and truly to be made, we
bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally,
firmly by these presents.

WHEREAS, the above bounden Principal has entered into a contract with the above
municipality, hereinafter called Obligee, bearing even date herewith, for Sanitary Sewer Line
Cleaning & Televising:

for approximately the sum of _____
(\$ _____) dollars.

NOW, THEREFORE, the condition of this obligation is such that if the above bounden
PRINCIPAL shall and will promptly pay or cause to be paid in full all sums of money which
may be due by contract or otherwise, to any individual, firm, partnership, association or
corporation, for all material furnished or labor supplied or performed in the prosecution of the
work, whether or not the said material or labor entered into and became component parts of the
work and for rental of the equipment used and services rendered by public utilities in, or in
connection with the prosecution of such work, then this obligation to be void, otherwise to
remain in full force and effect.

PAYMENT BOND (Continued)

The PRINCIPAL and SURETY, hereby, jointly and severally, agree with the Obligee herein that any individual firm, partnership, association or corporation, which has performed labor or furnished material in the prosecution of the work as provided, and any public utility which has not been paid in full therefore, may sue in assumpsit on this Payment Bond in his, their, or its own name and may prosecute the same to final judgment for such sum or sums as may be justly due him, them or it, and have execution thereon. Provided, however, that the Obligee shall not be liable for the payment of any costs of expenses of such suit.

RECOVERY by any individual, firm, partnership, association or corporation hereunder shall be subject to the provisions of the "Public Works Contractors' Bond Law of 1967", Act No. 385, approved December 20, 1967, P.L. 869, which Act shall be incorporated herein and made a part hereof, as fully and completely as though its provisions were fully and at length herein recited.

It is further provided that any alterations which may be made in the terms of the contract or in the work to be done or materials to be furnished or labor to be supplied or performed under it or the giving by the Obligee of any extension of time for the performance of the contract or any other forbearance on the part of either the Obligee or the Principal to the other, shall not in any way release the PRINCIPAL and the SURETY or SURETIES of any such alteration, extension or forbearance being hereby waived.

IN WITNESS WHEREOF, the said PRINCIPAL and SURETY have duly executed this Bond under seal this _____ day of _____, 2018.

IN THE PRESENCE OF:

Printed Name

Title:

Printed Name
Title:

CONTRACTOR

Printed Name

Title:

Surety Company

SEAL

SANITARY SEWER CLEANING

1. Scope of Work:
 - a. Sanitary sewer cleaning. (See attached map noting all proposed lines within boundaries).
2. Related Work:
 - a. Sanitary sewer televising & video/paper documentation (see attached spreadsheet for paper documentation requirements).
3. Protection:
 - a. Cleaning Precautions:

Precautions shall be taken to insure that the water pressure created does not damage or cause flooding of private property being served by the sewer.
4. Work on Private Property or in Rights of Ways:
 - a. Permission to work on private property or obtaining rights-of-way, if required, will be secured by the CONTRACTOR. The CONTRACTOR shall protect from damage all property including land, trees, shrubs, fences, and other existing improvements and replace in kind all those damaged as a result of CONTRACTOR's operations.
 - b. CONTRACTOR to pay all claims for property damage and trespass/occupation for damage outside the immediate work area or rights-of-way, as designated by the OWNER/ENGINEER.
5. Traffic Control:
 - a. The CONTRACTOR shall install all necessary signage for work areas and furnish all necessary personnel for traffic control in order to maintain traffic flow in a safe manner around work areas as specified in Title 67, Transportation, Bureau of Highway Safety and Traffic Engineering, Chapter 213, Work Zone Traffic Control.
6. Water:
 - a. Water will be available for the work.
7. General:
 - a. Sewer cleaning shall be performed with hydraulically propelled or mechanically operated cleaning equipment. Selection of equipment shall be based on field conditions such as access to manholes, type and quantity of debris to be removed, size of sewer line, depth of flow, etc.

SANITARY SEWER CLEANING (Continued)

8. Intent:
 - a. The intent of the sewer cleaning is to remove foreign materials from the lines as required for the televising.
9. Sewer Cleaning:
 - a. The designated sewer sections shall be cleaned using high-velocity jet/vacuum machinery equipped with mechanical measuring device capable of determining distance of travel into the pipeline. Selection of equipment used shall be based on the conditions of lines at the time the work commences. The equipment shall be capable of removing dirt, grease, rocks, sand, and other materials and obstructions from the sewer lines and manholes. If cleaning of an entire section cannot be successfully performed from one manhole, the equipment shall be set up on the other manhole and cleaning shall be attempted again. If successful cleaning cannot be performed or the equipment fails to traverse the entire manhole section after this setup, it will be assumed that a major blockage exists and the cleaning efforts shall be abandoned. Cleaning shall be done to the satisfaction of the OWNER's representative.
10. Material Removal:
 - a. All sludge, dirt, sand, rocks, grease, and other solid or semisolid material resulting from the cleaning operation shall be removed at the downstream manhole of the section being cleaned. Passing material from manhole section to manhole section, which could cause line stoppages, accumulations of grit in wet wells, or damage pumping equipment, shall not be permitted.
11. Disposal of Materials:
 - a. All solids, semisolids, and liquids resulting from the cleaning operations shall be removed from the site and disposed of at an approved landfill site in accordance with DEP requirements. All material shall be removed from the site no less often than at the end of each work day. Under no circumstances will the CONTRACTOR be allowed to accumulate debris, etc., in the work site beyond the stated time, except in totally enclosed containers and as approved by the OWNER.
12. Final Acceptance:
 - a. Acceptance of the sewer cleaning shall be made upon the successful completion of the television inspection and shall be to the satisfaction of the OWNER's representative. If the television inspection shows the cleaning to be unsatisfactory, the CONTRACTOR shall be required to re-clean and inspect the sewer until the cleaning is shown to be satisfactory.

SANITARY SEWER TELEVISION

1. Scope of Work:
 - a. Sanitary sewer televising and video documentation.
2. Television Inspection:
 - a. After cleaning, the sewer sections shall be visually inspected, as per NASSCO-PCAP standards, using NASSCO-PCAP certified software by means of closed-circuit television. The inspection shall be accomplished one sewer section at a time.
 - b. The television camera used shall be a color camera specifically designed and constructed for sewer inspection.
 - c. When preparing to televise a sewer section, the footage preset shall be set to allow for the distance between the front end of the camera tow cables and the center of the local manhole.
 - d. After determining the footage preset, the mechanical read-out on the TV equipment shall first be set, then the electrical read-out on the control panel shall be set. At the end of each televised sewer section, the distance from the front of the camera tow cables to the center of the remote manhole shall be added to the footage read-out, to obtain the correct length of the sewer section.
 - e. The camera shall be moved through the line in either direction at a moderate rate, stopping when necessary to permit proper documentation of a sewer's condition and to perform specified air testing. In no case will the camera assembly be operated or pulled at a speed greater than 30 feet per minute. Manual winches, power winches, TV cable, and powered rewinds or other devices that do not obstruct camera view or interfere with proper documentation of the sewer conditions shall be used to move the camera through the sewer line. If, during operation, the television camera will not pass through the entire manhole section, the CONTRACTOR shall set up his equipment so that the operation can be performed from the opposite manhole. If the camera fails to pass through the entire manhole section after this setup, the work shall be considered complete. Flow will not exceed 25% of the pipe diameter, and will be by-pass pumped at the Contractor's expense, if needed.
 - f. The importance of accurate distance measurements is emphasized. Measurement for location of defects shall be by above ground means of a meter device.

SEWER TELEVISION (Continued)

- g. Television Inspection Logs (refer to attached spreadsheet for formatting of information to be provided to owner):

Computer generated sewer internal inspection data reports shall be prepared/maintained by the CONTRACTOR using NASSCO-PACP certified software, and provided to the OWNER/ENGINEER. Submittals must consist of a USB flash drive, one (1) tabbed, hardbound copy of records, and also delivered entirely in an electronic format with electronic links between the data and the video. The records shall clearly show the location (in relation to an adjacent manhole) of each infiltration point observed during inspection. In addition, other points of significance, such as locations of service connection, cracked or broken pipe, roots, or other unusual conditions, shall be recorded. Still frame pictures of all defects must be included in the report. **Contractor shall submit a total project Excel spreadsheet index listing: USB flash drive number (#) with associated runs and street and actual as-built length. A defect only report summary listing runs, USB flash drive number (#) and defect shall be included, and computer generated reports of such records shall be supplied to the OWNER/ENGINEER.** Examples of the required Total Project Excel Spreadsheet and Defect Only Report Summary are included with the bid pack.

- h. Video Taping:

As televising progresses, the pipe condition shall be documented using high quality video with audio. 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 change of personnel involved in data collection, and as requested by the Owner.

3. Traffic Control:

- a. The CONTRACTOR shall install all necessary signage for work areas and furnish all necessary personnel for traffic control in order to maintain traffic flow in a safe manner around work areas as specified in Title 67, Transportation, Bureau of Highway Safety and Traffic Engineering, Publication 213, Temporary Traffic Control Guidelines.

(NASSCO-National Association of Sewer Service Companies)
(PACP-Pipeline Assessment Certification Program)

EXAMPLE OF TOTAL PROJECT EXCEL SPREADSHEET

Project Index

Section/Session	Main ID	(From) (To)		Tape #	Pipe Length	Street
		Manhole Number	Manhole Number			
1	D6-17_D5-32	D5-32	D6-17	1	293	Sycamore Ln
2	D6-18_D6-17	D6-17	D6-18	1	302	Sycamore Ln
3	E5-3_E5-2	E5-2	E5-3	1	226	Kenmar Dr

EXAMPLE OF DEFECT ONLY REPORT SUMMARY

Section/Session	Main ID	(From) (To)		Tape #	Observations			
		Manhole Number	Manhole Number					
1	D6-17_D5-32	D5-32	D6-17	1	Gasket Exposed			
2	D6-18_D6-17	D6-17	D6-18	1	Water Level, sag in pipe, 20% of cross sectional area			
3	E5-3_E5-2	E5-2	E5-3	1	Crack Circumferential, from 03 to 09			