

**UPPER TYRONE TOWNSHIP SEWAGE AUTHORITY  
PUBLIC ADVERTISEMENT FOR  
OPERATIONS & MAINTENANCE OF PUBLIC SEWAGE SYSTEM.**

The Upper Tyrone Township Sewer Authority is requesting proposals for the following services to be provided following the construction of the Upper Tyrone Township Sanitary Sewer Project scheduled to completed in October 2017.

Operation and Maintenance of the gravity sanitary sewer in of Kingview-Keifertown, Owensdale, South Everson and McClure Rd and Mt. Pleasant Road including, but not limited to maintenance of 12" and 8" SDR-35 PVC, manholes, and 4", 6", and 8" SDR-21 forcemains along roadways and railroads.

Operation and Maintenance of the four (4) pump stations required to convey sewage to the Westmoreland Fayette Municipal Treatment Facility including, but not limited to daily visits and logging to confirm continual functioning of each pump station and any repairs needed to maintain operation of the pump station.

Operation and Maintenance of the low pressure sanitary sewer system including, but not limited to, periodic line flushing, valve box and grinder pump maintenance, repair, and replacement, and maintenance of the 1.5", 2", 3", and 4" low pressure sewer lines.

Upper Tyrone Township Sewage Authority will receive sealed bids for their sanitary sewer operation and maintenance contract until 10:00 a.m. August, 23rd, 2017 for review for possible award at the August 28, 2017 UTTSA Regular meeting

The Upper Tyrone Township Sewage Authority reserves the right to reject any and all Bids or parts thereof or items therein, to waive any defects or irregularities in the Bids, and to accept the Bid which is in their best interest.

**Advertisement to be published in the Daily Courier**

**Advertisement Dates:**

**Date 1: June 20, 2017**

**Date 2: July 11, 2017**

**REQUEST FOR PROPOSAL  
FOR  
UPPER TYRONE TOWNSHIP SEWAGE AUTHORITY  
OPERATIONS & MAINTENANCE OF SEWAGE SYSTEM**

The Upper Tyrone Township Sewer Authority is requesting proposals for the following services to be provided following the construction of the Upper Tyrone Township Sanitary Sewer Project scheduled to be in operation beginning in October 2017. Operation and maintenance shall be for a two (2) year retainer period. Work to include:

1. Operation and Maintenance of the future gravity sanitary sewer in the areas of Kingview-Keifertown, Owensdale, South Everson and McClure Rd and Mt. Pleasant Road, consisting of approximately 56,000 lineal feet of gravity sewer and 280 manholes.
2. Operation and Maintenance of the four (4) future pump stations required to convey sewage to the Westmoreland Fayette Municipal Treatment Facility, The four pumpstations include:
  - a. Broadford Road Pumpstation:  
Approximately 18 feet deep wet well  
+/- 1400 LF of 8" HDPE force main.  
Approximately 850 gallons  
10 horsepower submersible pumps
  - b. Dexter Road Pumpstation:  
Approximately 15 feet deep wet well  
+/- 2,100 LF of 6" HDPE force main  
Approximately 375 gallons  
15 horsepower submersible pumps
  - c. McClure Road Pumpstation:  
Approximately 18 feet deep wet well  
+/- 3,245 LF of 4" HDPE & 175 LF of DIP forcemain.  
Approximately 375 gallons  
7.5 horsepower submersible pumps
  - d. Everson Street Pumpstation:  
Approximately 18 feet deep wet well  
+/- 2,200 LF of 6" HDPE & 1160 DIP force main  
Approximately 375 gallons  
10 horsepower submersible pumps
3. Operation and Maintenance of the low pressure sanitary sewer system in Lower Owensdale, along Montgomery Road, and along the eastern portion of Kingview Road.

## SCOPE OF SERVICES:

1. Perform monthly inspections at each of the four wastewater pumping stations to systematically inspect and operate all electrical, control and mechanical equipment. Document operator's inspection and maintenance and other aspects of the pump operation. Inspections shall include, but are not limited, to the following:
  - a. Interior and exterior of the pump station site area
  - b. Electrical Panels
  - c. Operation of the electrical system
  - d. Operation of the heating, ventilation and dehumidification system.
  - e. Operation of instrumentation and controls including level controls, alarm function and telemetry.
  - f. Observe the load test of the stand-by generators to check their operation and inspect for any deficiencies.
  - g. Miscellaneous operations including:
    - i. Pump and motors, including seals
    - ii. Check valves and gate valves
    - iii. Mechanical piping
    - iv. Pressure gauges
    - v. Flow meter
    - vii. Stand-by generators and automatic transfer switches.
    - viii. Inspect wetwell for leaks, floating debris and need for cleaning.
  - h. Check operation of the data acquisition units for functionality, troubleshooting as necessary.
2. Prepare and submit an electronic report to the Owner summarizing the monthly inspections of the pumping stations. If necessary, include recommendations for changes in the operation and/or maintenance practices followed by the personnel responsible for the pumping station operation. Include recommendations and preliminary cost estimates for equipment and pump station system upgrades should the need be required. The letter report shall be due within 15 calendar days of the inspection. This report shall be submitted electronically to the Owner, and Owner's Engineer.
3. Maintain and service pumping equipment following manufacturer recommendations and requirements. Maintenance shall include, but is not limited to, lubrication, exercise and testing of pumping equipment and controls.
4. Perform a scheduled operation and maintenance (O&M) program for the stand-by generators that will consist of two service calls, annually to each of the four stand-by generators. The following tasks shall be performed:
  - a) Annually (once per year) change the oil, oil filters, and fuel filters where applicable. Engine safety systems will be mechanically failed to verify

operation where possible. Automatic transfer switches will be inspected and exercised. Observe a load for the generator service to check operations and inspect for any deficiencies. Provide a complete report of the services performed after each visit, and communicate these in electronic format to the Owner and Owner's Engineer

- b) Annually (once per year) a system check will be performed to check proper lubrication and cooling of the stand-by units, if required.
5. Perform annual preventive maintenance on the four air release valves. (1 for McClure PS, 3 for Everson PS).
  6. Provide 24-hour on-call service for the pumping stations and generators on an as requested basis and recommend and make necessary repairs upon approval of costs.
  7. Operation and Maintenance of the low pressure sanitary sewer system in Lower Owensdale, along Montgomery Road, and along the eastern portion of Kingview Road consisting of:
    - a) 16,000 lineal feet of low pressure force-main, air release valves, flushing units and cleanouts.
    - b) Approximately 116 individual residential grinder pumps, and laterals.
    - c) This system's necessary work includes, but is not limited to, periodic line flushing, valve box and grinder pump maintenance, repair and replacement of grinder pumps, and maintenance of the low pressure sewer lines.
    - d) Routine maintenance and on-call maintenance of grinder pumps. Includes coordinating pump replacement, repairs, and shipping to manufacturer.
    - e) Maintaining records of maintenance, repairs and the system.

#### **REQUIREMENTS & CONTRACTOR'S RESPONSIBILITY:**

1. Must have Pennsylvania Wastewater Operator's license and license shall be in good standing and meet the minimum requirements of PaDEP and PennVest.
2. Monthly retainer for O&M shall be for a 2-year period and reimbursement and split into equal 24 payments to be paid monthly.
3. Hourly rates for off hours shall include rates for all levels of personnel and a standard rate table shall be submitted with this Proposal.
4. Tools, transportation, telephone and office overhead shall be included in the fixed fees.

5. Experience during the past three (3) years in the successful maintenance and operations of similar facilities. In this connection, the attention of the bidder is directed to the bidder's experience form attached, which shall be used in determining the responsibility of the bidder. The Owner may require additional information whenever, in his judgment, such information is necessary to determine the responsibility of the bidder.
6. The monthly fee shall include all operation and maintenance work done each month during normal business hours defined as Monday through Friday, 7 AM – 7 PM.  
  
The additional hourly rate shall be that which is paid per hour worked outside of normal business hours in addition to the monthly fee in case of emergency.

**FEES:**

Reimbursement shall be on a monthly retainer service for the services listed above.

1. Monthly Retainer for Operation and Maintenance: \$ \_\_\_\_\_
  
2. Additional Hourly Rate for off hours: \$ \_\_\_\_\_

**MINIMUM INSURANCE REQUIREMENTS**

1. Comprehensive General Liability Insurance with limits of liability of not less than \$ 1,000,000 per occurrence and \$ 1,000,000 aggregate coverage.
2. Automotive Insurance with limits of liability of not less than \$ 1,000,000 combined bodily injury and property damage including owned, hired and non-owned coverage.
3. Workers Compensation Insurance with statutory limits in full compliance with the workers compensation and occupational disease laws of Pennsylvania. Employer's Liability Insurance with limits of not less than \$ 1,000,000
4. Umbrella Liability not less than \$ 1,000,000 per occurrence / \$ 2,000,000 aggregate coverage.
5. Must list Upper Tyrone Township Sewage Authority as additional insured.

AGREEMENT:

CONTRACT FOR SANITARY SEWER AND PUMP STATION  
OPERATION AND MAINTENANCE  
FOR  
UPPER TYRONE TOWNSHIP SEWAGE AUTHORITY  
FAYETTE COUNTY, PA.

CLAUSE 1. This agreement is made this \_\_\_\_\_ day of \_\_\_\_\_ in the year \_\_\_\_\_ by and between the Upper Tyrone Township Sewage Authority, party of the first part, hereinafter called UT TSA, and

\_\_\_\_\_

\_\_\_\_\_

party of the second part, hereinafter called the CONTRACTOR.

CLAUSE 2. Witnesseth, that the parties to this agreement, each in consideration of the agreement on the part of the others herein contained, do hereby agree, the Upper Tyrone Township Sewage Authority (UT TSA) for itself, and said contractor for his heirs, executors, administrators and assigns as follows:

to furnish all equipment, machinery, tools and labor, to furnish and deliver all materials required to be furnished (except as otherwise specified) and deliver in and about the project and to do and perform all services listed within this RFP and in strict conformity with the provisions of this contract and of the Invitation to Bid. The said specifications and RFP hereby made a part of this contract as fully and to the same effect as if the same had been set forth at length and incorporated in the contracts.

CLAUSE 3. In consideration of the foregoing promises, UT TSA agrees to pay and the CONTRACTOR agrees to receive as full compensation for everything furnished and done by the CONTRACTOR under this contract, including all work required but not included in the items herein mentioned, and also for all loss or damage arising out of the nature of the work aforesaid, or from the action of the elements, or from any unforeseen obstruction or difficulty encountered in the prosecution of the work, and for all risks of every description connected with the work, and for all expenses incurred by or in consequence of the suspension or discontinuance of the work specified, and for well and faithfully completing the work, and the whole thereof, as herein provided, such prices as are set forth in the accompanying bid.

CLAUSE 4: The date of start of this project will commence upon project completion which is projected to be October 21, 2017 or when project is completed, whichever is earlier. This contract will be a 2-year contract and the bidder is hereby notified that time is of the essence concerning this proposed work and that the bidder must agree to commence work on or before a date to be specified.

\_\_\_\_\_  
Contractor

\_\_\_\_\_  
UT TSA – Chairman

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Witness

