



199 RAYMOND ROAD I P.O. BOX 111
SUDBURY, MASSACHUSETTS 01776
p 978-443-6602, fax: 978-443-9587

LEAK DETECTION SURVEY / REQUEST FOR QUOTES (RFQ)

25-125

SCOPE OF WORK

The Sudbury Water District is requesting quotes for a District-wide leak detection survey from qualified contractors.

The survey is to be conducted on the District's entire water distribution system. The system consists of approximately 148 miles of 4" through 16" diameter mains, 6,200 water services and 800 hydrants. The water main is comprised of asbestos cement, lined ductile iron, unlined cast iron and PVC pipe.

The contractor will provide their own equipment. However, the District will provide assistance to the service contractor for the location of water main gate valves and curb-stops. The District will not provide to the contractor an employee as a street guide or assistance in the operation of locating leaks. The District will provide a distribution map of the water system.

Weekly reports to the District will be required in addition to notifying the Executive Director and/or Foreman of any leaks within one (1) day of detecting them. A final written report will also be required upon completion of the survey that will include, as a minimum, a summary of the survey, the individual leak reports, and a total estimated water loss.

The successful quoter shall submit prior to commencement of work a Statement of Qualifications and a schedule for work to be completed.

INSURANCE

The Bidder awarded the contract under this procurement must provide proof of insurances in at least the minimum amounts required in the contract, and when requested, shall name the District as an additional insured for the amounts written.

The Bidder awarded the contract shall submit to District Certificates of Insurance for the coverage required, in form and substance satisfactory to the District, and shall deliver to the District new policies and certificates thereof for any insurance about to expire at least ten (10) days before such expiration. All such insurance policies shall contain an endorsement requiring thirty (30) days written notice to the District prior to cancellation of change in coverage, scope, or amount of any such policy or policies. Compliance by the Bidder with the insurance requirement, however, shall not relieve the Bidder from liability under the indemnity provisions.

INDEMNIFICATION

Unless otherwise exempted by law, the Contractor shall indemnify and hold harmless the District, its agents, officers and employees against any and all claims, liabilities and costs for any personal injury or property damages, patent or copyright infringement or other damages that the District may sustain which arise out of or in connection with the Contractor's performance of a Contract, including but not limited to the negligence, reckless or intentional conduct of the Contractor, its agents, officers, employees or subcontractors. The Contractor shall at no time be considered an agent or representative of the District. After prompt notification of a claim by the District, the Contractor shall have an opportunity to participate in the defense of such claim and any negotiated settlement agreement or judgment. The foregoing provisions shall not be deemed to be released, waived, or modified in any respect by reason of any surety or insurance provided by the Bidder under the contract.

FORMS

All forms listed below must be completed including bid submission, certificate of good faith, certificate of tax compliance, and Bidders' qualification and reference form.

RULE FOR AWARD

This contract is procured under M.G.L. Chapter 30B. The contract will be awarded to the responsive and responsible Bidder(s) offering the lowest total price. All prices must remain constant for the duration of the contract.

In determining the lowest price, the District will not factor any early payment discounts that may be offered. In the event that two or more responsive and responsible bidders are tied with the lowest price, the first tie breaker will be the bidder who offers the greater early payment discount, if a tie remains then the Bidder whose bid was received first by the District will be awarded the contract.

The District herein declares its express purpose not to award the contract to any Bidder unable to furnish evidence, satisfactory to the District, that it has sufficient ability, experience, and capital to execute and complete the work in accordance with the contract. If requested, any Bidder may be required to demonstrate financial stability satisfactory to the District.

The Executive Director is the awarding authority for the contract. Further the contract will not be binding until it has been approved as to form by District Counsel. Award, payment, and performance obligations shall depend on the availability and appropriation of funds.

LENGTH OF CONTRACT

This contract is anticipated to be executed June 24, 2024. The District reserves the right to change, delay, cancel, or expedite the contract execution date. The selected Bidder is required to furnish all certificates of insurance required under the contract, in a form acceptable to the District prior to the execution date. The contract will be for a 2-month period commencing upon execution and expiring on August 30, 2024.

TAXES

Purchases made by the District are exempt from the payment of Federal excise tax and the payment of Commonwealth of Massachusetts sales tax and any such taxes must not be included in the bid prices. The District will provide the bidder awarded a contract under this bid a copy of the District's tax exemption certificate, upon request.

INVOICING

All invoices are to be sent to Sudbury Water District, Attn: Vincent J. Roy, P.O. Box 111, Sudbury, MA 01776.

GENERAL NOTICES

Under the Massachusetts General Laws, the District cannot assure the confidentiality of any materials or information that may be submitted by the bidder in response to this Bid. Thus, bidders who choose to submit confidential information do so at their own risk. All quotes or other materials submitted by the contractor in response to this Request for Quotes will be open for inspection by any person and in accordance with Massachusetts General Laws, Chapter 66 (Public Records Law). Any statements reserving any confidentiality or privacy rights in the submitted responses or otherwise inconsistent with these statutes will be void and disregarded.

The bidder shall be expected to comply with all applicable federal and state laws in the performance of services.

SUBMISSION REQUIREMENTS

All leak detection companies quoting on this job should submit pricing for the total tasks identified below along with all forms within this request for quotes. The person awarded the contract may be required to sign the District's Standard Service Agreement.

Questions should be forwarded to Vincent Roy at (978) 443-6602 ext. 103 or emailed to vroy@sudburywater.com.

QUOTES MAY BE

EMAILED, FAXED, HAND DELIVERED, OR SENT BY COURIER SERVICE TO:

VINCENT J. ROY, EXECUTIVE DIRECTOR

Email: vroy@sudburywater.com

Fax: 978-443-9587

**Hand Delivery or Courier Service:
199 Raymond Road, Sudbury, MA 01776**

DEADLINE FOR SUBMITTALS: WEDNESDAY, JUNE 18, 2024, AT 1 PM

PRICE QUOTE SHEET

Leak Detection Survey RFQ 25-125

ITEM	TASK	QUOTE
A	Lump sum total for Annual Leak Detection Survey	\$
B	Prompt Pay Discount	% days

Vendor Name: _____

Address: _____

City/Town _____ State: _____ Zip Code: _____

Authorized Signature: _____ Title: _____

Contact Name: _____ Title: _____

Phone: _____ Fax: _____

Email Address: _____

CERTIFICATE OF GOOD FAITH

Leak Detection Survey RFQ 25-125

The undersigned hereby certifies that they will comply with all laws and regulations applicable to awards made subject to Massachusetts General Laws, Chapter 30B.

The undersigned certifies under penalties of perjury that this bid, or proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals.

Signature of individual submitting the bid or proposal

Name of Business (Print/Type)

(Date)

Two Witnesses or Notary

Witness One Signature

Witness Two Signature

Witness One Full Name (Print/Type)

Witness Two Full Name (Print/Type)

Witness One Primary Address

Witness Two Primary Address

(official signature and seal of notary)

My commission expires: _____

THIS FORM MUST BE COMPLETED AND FILED WITH THE SUBMISSION

**CERTIFICATE OF COMPLIANCE WITH MASSACHUSETTS TAX
LAWS**

Leak Detection Survey RFQ 25-125

Pursuant to Massachusetts General Laws, chapter 62C, section 49A, the undersigned acting on behalf of the Bidder*, certifies under the penalties of perjury that to my best knowledge and belief, the Bidder* is in compliance with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

Individual

Signature

Date

Name (please type or print)

Social Security Number

Corporate

Corporate Name (please type or print)

Signature of Corporate Officer

Date

Name of Corporate Officer (please type or print)

Title (please type or print)

Taxpayer Identification Number

- **As used in this certification, the word "Bidder" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals**

THIS FORM MUST BE FILED WITH BID SUBMISSION

BIDDERS' QUALIFICATIONS AND REFERENCES FORM

Leak Detection Survey RFQ 25-125

All questions must be answered, and the data given must be clear and comprehensive. Please type or print legibly. If necessary, add additional sheet for starred (*) items. This information will be utilized by the Sudbury Water District for purposes of determining bidder responsiveness and responsibility with regard to the requirements and specifications of the Contract.

1. FIRM NAME: _____

2. WHEN ORGANIZED: _____

3. INCORPORATED YES NO DATE & STATE OF INCORPORATION: _____

*4. LIST ALL CONTRACTS CURRENTLY ON HAND, SHOWING CONTRACT AMOUNT AND ANTICIPATED DATE OF COMPLETION:

*5. HAVE YOU EVER FAILED TO COMPLETE A CONTRACT AWARDED TO YOU?
 YES NO IF YES, WHERE AND WHY?

*6. HAVE YOU EVER DEFAULTED ON A CONTRACT? YES NO
IF YES, PROVIDE DETAILS.

*7. IN THE SPACES FOLLOWING, PROVIDE INFORMATION REGARDING CONTRACTS COMPLETED BY YOUR FIRM SIMILAR IN NATURE TO THE PROJECT BEING QUOTED.

PROJECT NAME: _____

OWNER: _____

CITY/STATE: _____

DOLLAR AMOUNT: \$ _____ DATE COMPLETED: _____

PUBLICALLY BID? YES NO

TYPE OF WORK?: _____

CONTACT PERSON: _____ TELEPHONE #(_____) _____

CONTACT PERSON'S RELATION TO PROJECT?: _____

(i.e. contract manager, purchasing agent, etc.)

PROJECT NAME: _____ OWNER: _____
CITY/STATE: _____
DOLLAR AMOUNT: \$ _____
DATE COMPLETED: _____ PUBLICLY BID? [] YES [] NO
TYPE OF WORK?: _____
CONTACT PERSON: _____ TELEPHONE #() _____
CONTACT PERSON'S RELATION TO PROJECT?: _____
(i.e. contract manager, purchasing agent, etc.)

PROJECT NAME: _____ OWNER: _____
CITY/STATE: _____
DOLLAR AMOUNT: \$ _____
DATE COMPLETED: _____ PUBLICLY BID? [] YES [] NO
TYPE OF WORK?: _____
CONTACT PERSON: _____ TELEPHONE #() _____
CONTACT PERSON'S RELATION TO PROJECT?: _____
(i.e. contract manager, purchasing agent, etc.)

Authorized Signature & Title: _____

Print Name and Title: _____

Date: _____

THIS FORM MUST BE FILED WITH BID SUBMISSION

EXECUTIVE DIRECTOR
Vincent J. Roy
199 Raymond Road • PO Box 111 • Sudbury, MA 01776
T: 978.443.6602 • F: 974.443.9587