



**OGDEN CITY CORPORATION  
REQUEST FOR PROPOSAL  
(RFP)**

**Culinary Waterline Welding & Emergency Repair Services**



Prepared by Brady Herd

Water Division

3/24/2022

**OGDEN CITY CORPORATION**  
**REQUEST FOR PROPOSAL**

**Culinary Waterline Welding & Emergency Repair**

Ogden City is requesting sealed proposals from qualified offerors to conduct pressurized culinary waterline welding and emergency repair services. This is vitally important in emergency situations and also crucial to limiting the amount of time that water is out of service.

Proposal packets are available and may be obtained by downloading from the Ogden City website at <http://ogdencity.com/264/Purchasing>.

Proposers are responsible for securing any and all addenda issued.

Responses to this RFP shall be submitted to the Purchasing Agent, c/o the 1<sup>st</sup> Floor Information Desk of the Municipal Building located at 2549 Washington Blvd, Ogden, Utah, **no later than 2 PM, April 13, 2022. LATE PROPOSALS WILL NOT BE ACCEPTED.**

The City reserves the right to accept or reject any proposal as it best serves its convenience and/or is found to be in the best interest of the City.

Ogden City encourages and welcomes bids from small, local, women and minority owned businesses and other disadvantaged business enterprises.

**Published:** March 26 & April 2, 2022

# OGDEN CITY CORPORATION

## REQUEST FOR PROPOSAL

### Culinary Waterline Welding & Emergency Repair Services

#### I. INTRODUCTION

Ogden City desires to obtain certified welding services for modifications and repairs to existing steel culinary waterlines throughout the City.

##### **Goals/Objectives**

Ogden City strives to maintain:

It is anticipated that this RFP process will result in one OR may result in multiple contract award. The RFP document will become part of the final contract. The contract will be issue for a three (3) year period with the possibility of two (2) one-year extensions each.

#### II. SCOPE OF WORK or SPECIFICATIONS

See Exhibit A

#### III. RESPONSE TO RFP

The City will accept proposals from firm capable of providing all the work described in the Scope of Work including attachments.

A. Each Proposal must include, as a minimum, the following information:

1. Authorized Representative – Indicate name, address, email, and telephone number of the company submitting the proposal.
  - a. Include the name and contact information of the person designated as authorized to contractually bind the offer.

2. Company Experience & Credentials - A description of the firm's experience and capability of fulfilling this contract if awarded.
    - a. Include company history with biographies and/or resumes for employees to be assigned to the contract. Attach copies of licenses of each welding contractor.
    - b. Include additional services and highlights offered by the company.
  3. Cost Proposal - A detailed breakdown of proposed fees. Include a price guarantee period.
    - a. Provide hourly rate for standard labor and minimum charges (i.e., mobilization, equipment cost).
    - b. For emergency services, provide response time
  4. References – Provide list of at least three references; include project dates, scope, summary of work performed, and contact information.
- B. Proposals are to be no longer than 10 pages. Double-sided pages count as two pages.
- C. For City record-keeping purposes, please do not use spiral or wire binding methods. The following methods will be accepted:
- a. Submitted as loose leaf with binder clip
  - b. Submitted in a regular 3-ring binder
- D. Proposals submitted to Ogden City are considered public records, unless protected within [Utah Code 63G-2-1](#).

#### **IV. EVALUATION OF PROPOSALS**

Proposals will be evaluated in accordance with the criteria listed below:

A. Proximity to Ogden City and resources	30%
B. Company Experience, Credentials, Highlights	30%
C. References	20%
D. Cost / fee proposal	20%

The selection committee will primarily be composed of City employees. On occasion, consultants may be invited to participate in the review.

Note that proposals that are received after the deadline or not conforming to the RFP requirements may be deemed non-responsive and eliminated. Each proposer bears sole responsibility for the items included or not included in the response submitted by that proposer.

All proposals in response to this RFP will be evaluated in a manner consistent with the Ogden City policies and procedures. Ogden City reserves the right to disqualify any proposal that includes significant deviations or exceptions to the terms, conditions and/or specifications in this RFP.

In the initial phase of the evaluation process, the selection committee will review all responsive proposals in a cursory manner to eliminate from further consideration proposals which in the judgment of the evaluation committee fail to offer sufficient and substantive provisions to warrant further consideration.

At the conclusion of this initial phase, finalist proposals will be selected for detailed review and evaluation.

Ogden City may require an in-person presentation by a proposer to supplement their written proposal.

Being selected and entering into an agreement does not guarantee the offeror will be extended any specific amount of work.

## **V. SUBMISSION OF PROPOSALS**

**No later than 2 PM on April 13, 2022**, proposers shall submit six (6) copies of the proposal in a sealed envelope.

On the envelope, indicate your company's name and the RFP name "**Culinary Waterline Welding & Emergency Repair.**"

If the Proposal is submitted by mail or other delivery service, it must be addressed to the Purchasing Office, 2549 Washington Blvd, Suite 510, Ogden UT 84401. It must be received prior to the submission deadline.

The Proposal may also be hand-carried to the 1st Floor Information Desk (west entrance of the building) at the same address.

**LATE PROPOSALS WILL NOT BE ACCEPTED.**

No facsimile or email transmittals will be accepted.

It is the sole responsibility of those responding to this RFP to ensure that their submittal is made to the correct location and in compliance with the stated date and time.

City offices are closed on holidays.

**VI. CONTACT INFORMATION**

For any questions related to this RFP, please contact the Ogden City Purchasing Office via email [purchasing@ogdencity.com](mailto:purchasing@ogdencity.com) or at (801) 629-8742.

The question-and-answer period ends at 3 PM on April 8, 2022.

Please check the City's Purchasing webpage for any published Q&A document(s) that might have already addressed your questions or concerns - <https://www.ogdencity.com/264/Purchasing>.

**VII. RFP SCHEDULE**

Ogden City will follow the timetable below. Ogden City reserves the right to modify the dates due to unforeseen circumstances. Revision of dates, specifically the RFP response deadline will result in an RFP amendment. Amendments will be published in the City's Purchasing webpage - <https://www.ogdencity.com/264/Purchasing>.

<b>EVENT</b>	<b>TARGET DATE</b>
Open RFP Process	March 24, 2022
1 <sup>st</sup> Ad – Standard Examiner	March 26, 2022
2 <sup>nd</sup> Ad - Standard Examiner	April 2, 2022
Last day for Q&A	April 8, 2022; No later than 3 PM
RFP Response Deadline	April 13, 2022; No later than 2 PM
Committee Review and Selection process	To Be Determined
Contract Start Date	To Be Determined

## **VIII. INSURANCE REQUIREMENTS**

The successful proposer shall procure and maintain for the duration of the contract the required insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of this agreement. The Contractor shall pay the cost of such insurance.

a. The amount of insurance shall not be less than:

- i) Commercial General Liability: Minimum of \$3,000,000 commercial general liability coverage with \$1,000,000 for each occurrence. Policy to include coverage for operations, contractual liability, personal injury liability, products/completed operations liability, broad-form property damage (if applicable) and independent contractor's liability (if applicable) written on an occurrence form.
- ii) Business Automobile Liability: \$1,000,000 combined single limit per occurrence for bodily injury and property damage for owned, non-owned and hired autos.

- iii) Workers' Compensation and Employer's Liability: Worker's Compensation limits as required by the Labor Code of the State of Utah and employer's liability with limits of \$1,000,000 per accident.
  - iv) Professional Liability: Minimum of \$1,000,000 aggregate with \$500,000 per occurrence.
- b. Each insurance policy required by this Agreement shall contain the following clauses:
- i) "This insurance shall not be suspended, voided, canceled, reduced in coverage or in limits except after thirty days prior written notice by certified mail, return receipt requested, has been given to the Ogden City Corporation".
  - ii) "It is agreed that any insurance or self-insurance maintained by Ogden City Corporation, its elected or appointed officials, employees, agents and volunteers shall be excess of Contractor's insurance and shall not contribute with insurance provided by this policy."
- c. Each insurance policy required by this Agreement, excepting policies for Workers' Compensation, shall contain the following clause in a separate endorsement:
- i) "Ogden City Corporation, its elected and appointed officials, employees, volunteers and agents are to be named as additional insureds in respect to operations and activities of or on behalf of, the named insured as performed under Agreement with Ogden City Corporation."
- d. Insurance is to be placed with insurers acceptable to and approved by Ogden City Corporation. Contractor's insurer must be authorized to do business in Utah at the time the license is executed and throughout the time period the license is maintained, unless otherwise agreed to in writing by Ogden City Corporation. Failure to maintain or renew coverage or to provide evidence of renewal will be treated as a material breach of contract.



- e. City shall be furnished with original certificates of insurance and endorsements effecting coverage required within, signed by a person authorized by that insurer to bind coverage on its behalf. All certificates and endorsements are to be received by the City before work begins on the premises.
- f. City reserves the right to require complete, certified copies of all required insurance policies at any time.
- g. Any deductibles or self-insured retentions must be declared to and approved by the City. At the option of the City, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respect to the City, their elected and appointed officials, employees, agents and volunteers; or Contractor shall provide a financial guarantee satisfactory to the City guaranteeing payment of losses and related investigations, claim administration and defense expenses.
- h. Contractor shall include all of its contractors as insured under its policies or shall furnish separate certificates and endorsements for each contractor. All coverages for Contractor's contractors shall be subject to all of the requirements stated herein.
- i. Nothing contained herein shall be construed as limiting in any way the extent to which Contractor may be held responsible for payments of damages to persons or property resulting from the activities of Contractor or its agents, employees, invitees or contractors upon the Premises during the License Period.

## **IX. GENERAL TERMS AND CONDITIONS**

- A. Qualified respondents shall be Licensed Contractors in the State of Utah, for this type of work, and who meet Ogden City's insurance and bonding requirements, and have experience with all work defined in the scope of work.

- B. For projects that are security-sensitive in nature, Ogden City reserves the right to conduct a criminal background check of each person who will be providing services in response to this RFP. If requested, Contractor shall submit a BCI Criminal History Report dated within 30 days of response to RFP for each employee who will be on-site, that shows “Criminal History Verified” and has Arrest History attachments. Employees who have any convictions on their BCI record may be subject to further review and approval by Ogden City. Ogden City may reject any response to this RFP that involves services from a person or entity that Ogden City determines is unfit or unqualified to fulfill the requirements of this RFP.
- C. All work must meet current industry standards including all Federal, State and local rules and regulations.
- D. Ogden City reserves the right to request clarification of information submitted, and to request additional information from any proposer.
- E. Ogden City will make every effort to ensure all offerors are treated fairly and equally throughout the entire advertisement, review and selection process. The procedures established herein are designed to give all parties reasonable access to the same basic information.
- F. Cost of Developing Proposals - All costs related to the preparation of proposals and any related activities are the sole responsibility of the offeror. Ogden City assumes no liability for any costs incurred by offerors throughout the entire selection process.
- G. Proposal Ownership – Once submitted, all proposals, including attachments, supplementary materials, addenda, etc. become the property of Ogden City and will not be returned to the offeror.
- H. Conflict of Interest – No member, officer, or employee of Ogden City, during his or her tenure shall have any interest, direct or indirect, in this contract or the proceeds thereof, except as permitted by Ogden City policy.

- I. Non-Collusion – The offeror guarantees the proposal is not a product of collusion with any other offeror and no effort has been made to fix the proposal price or any offeror or to fix any overhead, profit or cost estimate of any proposal price.
- J. Award of Contract - The selection of the company will be made by a selection committee comprised of city employees. Ogden City reserves the right to negotiate and hold discussions with prospective service providers as necessary, however, Ogden City may award this contract without discussion of proposals received from prospective service providers.

The selected company shall enter into a written agreement with Ogden City.

Ogden City reserves the right to cancel this Request for Proposal.

Ogden City reserves the right to reject any or all proposals received. Furthermore, Ogden City shall have the right to waive any informality or technicality in proposals received, when in the best interest of Ogden City. Ogden City reserves the right to segment or reduce the scope of services and enter contracts with more than one vendor.

- K. Pursuant to the Utah Government Records Access and Management Act (GRAMA), records will be considered public after the contract is awarded. If an offeror wishes to protect any records, a request for business confidentiality may be submitted to the Ogden City Records Office at the time of bid submission. The form can be accessed through the Recorder's webpage at: <https://www.ogdencity.com/DocumentCenter/View/7004/Business-Confidentiality-Claim-form>

## **X. ADDITIONAL INFORMATION**

Price Guarantee: All pricing must be guaranteed for **one (1) year**. Following the guarantee period, any request for price adjustment must be for an equal guarantee period and must be made at least 30 days prior to the effective date.

Requests for price adjustment must include sufficient documentation supporting the request and demonstrating a logical mathematical link between the current price and the proposed price.

Any adjustment or amendment to the contract will not be effective unless approved by Ogden City.

Price Reductions: It is understood and agreed that the City will be given the immediate benefit of any decrease in the market, or allowable discount.

Contractor will only be allowed to invoice for the cost of services/goods in compliance with his/ her proposal as accepted by Ogden City Corporation.

- A. Invoices must contain a complete description of the work or service that was performed, the contract price for each service, the purchase order number, and address of service location or delivery address.
- B. Upon the Award of Contract, Contractor may receive a request to process payments electronically.
- C. If offered by Contractor, Ogden City seeks a discount for early payment. The City shall only take such a discount if earned.
- D. Invoices shall be sent to the following address:

Ogden City Corporation

Water Division

133 West 29<sup>th</sup> Street Ogden, Utah 84401

Or;

Email invoices to: Bradyherd@gmail.com

## **XI. GOVERNING INSTRUCTIONS**

This RFP will constitute the governing document for submitting Proposals and will take precedent over any oral representations.

## **EXHIBIT A SCOPE OF WORK**

Ogden City is requesting sealed proposals from qualified offerors to conduct pressurized culinary waterline welding and emergency repair services. This is vitally important in emergency situations and also crucial to limiting the amount of time that water is out of service. This service will frequently be for emergency situations and as such response time and availability is very critical. Services to be performed in typical outdoor and open trench settings. In addition, refer to the specification 33 05 09 as shown below.

### **SECTION 33 05 09 STEEL PIPE – LINED AND COATED**

#### **PART 1 GENERAL**

##### **1.1 SECTION INCLUDES**

A. Steel pipe with welded joints, 6 inches through 120 inches in nominal diameter, for the transmission and distribution of water or for use in other water facilities.

##### **1.2 RELATED WORK**

A. APWA Section 09 91 00 – Pipeline Coatings and Linings

##### **1.3 REFERENCES**

A. ASTM A 283: Standard Specification for Low and Intermediate Tensile Strength Carbon Steel Plates.

B. ASTM A 370: Standard Test Methods and Definitions for Mechanical Testing of Steel Products.

C. ASTM A 569: Standard Specification for Steel, Carbon (0.15 Maximum, Percent), Hot-Rolled Sheet and Strip, Commercial Quality.

D. ASTM A 570: Standard Specification for Steel, Sheet and Strip, Carbon, Hot-Rolled, Structural Quality.

E. AWWA C200: AWWA Standard for Steel Water Pipe 6 In. and Larger.

- F. AWWA C208: AWWA Standard for Dimensions for Fabricated Steel Water Pipe Fittings.
- G. AWWA C206: Field Welding of Steel Pipe
- H. ANSI/AWS D1.1

#### **1.4 SUBMITTALS**

- A. Design Summary: Prior to any Fabrication, submit a design summary for each size and class of pipe and line layout drawings or line schedules that show the location of each section of pipe and each special fitting to be furnished.
- B. Shop Drawings of special fitting and outlets.

#### **1.5 QUALITY ASSURANCE**

- A. Perform quality assurance tests required by AWWA C200.

#### **1.6 INSPECTION**

- A. All materials shall be subject to inspection and acceptance at the manufacturer's plant. The Owner reserves the right to conduct their own inspection of pipe and coatings.

### **PART 2 PRODUCTS**

#### **1.7 STEEL CYLINDERS**

- A. Fabricated from either:
  - 1. Hot-rolled Carbon Steel Sheets: Conform to ASTM A 570, Grades B, C, D, or E, or ASTM A 569 except that the maximum carbon content may be 0.25 percent and a minimum yield strength of 33,000 psi.
  - 2. Plates: Conform to ASTM A 283, Grade C or D.
  - 3. Coil: Conform to ASTM A1011/1018 Minimum Grade 33.
- B. Wall Thickness: the wall thickness shall be sufficient to withstand an operating pressure of 200 psi and a surge pressure of an additional 200 psi. Wall thickness shall be approved by the Engineer.
- C. Seams: Fabricate sheets or plates into cylinders per AWWA C200. Produce welds with a tensile strength at least equal to the specified minimum tensile strength of the sheet or plate. Cut test specimens from the cylinder and test per ASTM A 370 when specified.
- D. Specified Diameter: The inside diameter of the concrete section.

E. Circumference of Steel Cylinders: Not to deviate from the design value by more than +3/16 inch for pipe sizes 16 inches and smaller or more than +1/4 inch for larger sizes.

F. Test Steel Cylinders: Test hydrostatically to a minimum hydrostatic pressure which develops a fiber stress equal to 75 percent of the specified minimum yield strength of the steel. Reweld cylinders which show any leakage under test at the points of leakage and subject them to another hydrostatic test. Continue procedure until completely watertight under the required test pressure.

## **1.8 JOINTS**

A. Plain Ends for Welding: Make both ends of pipe section plain and remove edge burrs.

## **1.9 BENDS AND SPECIFICATIONS**

A. Fabricates short radius bends or special fittings such as wyes, tees and crosses from previously tested steel cylinders per AWWA C208. Fabricate bends or special fittings at least equal in strength to the abutting pipe sections and line and coat with the same material as the pipeline. Obtain approval of design prior to fabrication.

B. Test all seams of bends or special fittings, except those seams previously tested as cylinders. Test seams by the air soap method or by the dye-check method. Repair any leaks by welding and retest the seam and re-coat if required.

## **1.10 OUTLETS**

A. Build outlets into the wall of the pipe, prior to testing, for blow-offs, branches, air valves, access manholes, etc. Provide cast or fabricated steel fittings of suitable design and securely weld to the cylinder before being coated. Reinforce the pipe cylinder, as necessary, for the required opening. Obtain approval of the design of such outlets prior to fabrication.

## **1.11 INTERIOR LINING**

A. Mortar lining shall be per AWWA C205.

B. Cement: Type I or II per ASTM C150.

- C. Sand: Fine aggregate per ASTM C 33, except the gradation may be modified to provide a lining of optimum density.
- D. Cement-mortar mix: one part cement to not more than 3 parts of sand by weight. Control water content to obtain dense, workable, durable mortar. Rebound may be reclaimed and used as aggregate.
- E. Use gage rings at the ends of the pipe to control the spinning thickness. Spin the lining in the cylinder to obtain nominal thickness as follows:
1. 3/8 inch thick for 24 inch pipe
  2. 5/16 inch thick for 12 inch pipe
- F. After the mortar has been placed in the cylinder, revolve at a speed which will cause the cement-mortar to level out to a uniform thickness throughout the cylinder. Continue the spinning until the lining is thoroughly compacted and surplus water removed, and the finished lining is smooth and uniform throughout.
- G. Lining thickness tolerance – not more than 1/16 inch less or 1/8 inch more than the specified nominal thickness.
- H. Moist cure the lining for a minimum of 24-hours after spinning. This may be accomplished by tightly sealing the ends of cylinder with a waterproof membrane to retain the moisture in the mortar. Steam curing may be used in lieu of or in combination with moist curing on a time ratio basis of 1-hour steam curing to 4-hours moist curing.
- I. Moist cure the completed pipe for 6 days minimum. Steam curing may be used in lieu of moist curing.
- J. Protect the mortar lining from temperatures below 40 deg. F during the application and curing.

## **PART 3 EXECUTION**

### **1.12 INSTALLATION**

- A. Provide a maximum joint deflection on curved alignment by means of unsymmetrical closure of spigot into bell as per manufacturer's recommendation but not greater than the following:
1. 3/4 inch for pipes 12 inches through 24 inches.
  2. 1 inch for pipes 27 inches through 72 inches.



- B. Repair all damages to coatings and linings.

### **1.13 FIELD WELDING**

A. Field joints shall be complete joint penetration (CPJ) butt welds. Field joints shall be assembled so that seams in adjacent pipe sections are offset from each other by at least five times the thickness of the thinner of the pipes being joined. Backing rings shall be allowed but not required.

B. Welding procedures outlined in AWWA C206 – Field Welding of Steel Water Pipe, shall be followed. Joint welding, procedures, welders and welding operators shall be qualified under tests prescribed by the American Welding Society D1.1 Structural Welding Code – Steel.

C. After field assembly, the exterior and interior joint ends shall be completed with coatings that are compatible with the original coating system of the pipe and in conformance with the applicable AWWA standards. Refer to Section 09 91 00- Pipeline Coatings and Linings.

END OF SECTION

**EXHIBIT B  
OGDEN CITY CORPORATION  
CONTRACTOR INFORMATION SHEET**

A. Business name: \_\_\_\_\_ Year Est. \_\_\_\_\_

Owner or Parent Company: \_\_\_\_\_

Business address: \_\_\_\_\_

Business Tel.: \_\_\_\_\_ Mobile Tel.: \_\_\_\_\_

Federal I.D. # \_\_\_\_\_

If you do not have a federal I.D. #, please list your Social Security Number:

\_\_\_\_\_

→ Attach a completed IRS W9 Form.

State Contractor License # \_\_\_\_\_ ;

→ Attach a copy of your current contractor's license.

B. List at least three (3) recent clients who can attest to the quality of your work:

<u>Name</u>	<u>Address</u>	<u>Phone Number</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

C. Number of full-time employees: \_\_\_\_\_ Number of part-time employees \_\_\_\_\_

F. Who in your organization is authorized to sign legal documents, pick up checks and sign bids:

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

G. Limits of your insurance coverage:

General Liability: \_\_\_\_\_

Automobile: \_\_\_\_\_

Workman's Compensation: \_\_\_\_\_

→ Attach a copy of your current certificate of insurance

**I certify the above information is true and complete. I authorize Ogden City to verify any information provided in this application.**

Name & Title: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Date: \_\_\_\_\_