



# Lost River Airport Association

## Water Meter Installation Project - Request for Proposal

Jan 2, 2015

### **Introduction and Executive Summary**

Washington State is requiring all municipal water suppliers to have water meters installed and operational on every connection by January 22, 2017. The Lost River Airport Association (LRAA) has about 170 service connections that will each require a new water meter, valves and vault. We plan on having this work performed over the 2015 and 2016 construction seasons. LRAA intends to purchase and provide the valves, meters and vaults but is seeking a contractor to perform the required excavation, vault and meter installation, back fill and grading. The contractor will also be responsible for the purchase and installation of incidental pipe and fittings required to connect each meter with existing water lines.

### **Submission Details**

Submission deadline: Feb 6, 2015, 11:00 pm

Deadline for final submission of questions: Jan 31, 2015, 11:00 pm

Questions may be submitted to Frank Cech (see address below) or emailed to [fcech24@gmail.com](mailto:fcech24@gmail.com).

Questions will be answered within 2 business days via email and will receive an initial reply acknowledging receipt of the email request.

Sealed bid packages shall be received no later than the date and time noted above at the following address:

Frank Cech  
935 East Allison Street  
Seattle WA, 98102

### **Proposal Contents**

Proposals should include the following information:

- The name of the person in your firm who would be the official contact person for any contractual relationship.
- At least two comparable previous projects in which the bidder has engaged, with names and telephone numbers of contacts with whom the bidder's previous performance can be discussed.
- Any subcontractors must be identified in the bid. LRAA reserves the right to approve all subcontractors that are not approved during the RFP process. Denial of a subcontractor by LRAA will NOT absolve the bidder from getting the work done for the contracted price.
- A management plan for the work including a statement of equipment and the staffing to be committed to the project.
- A schedule for the work, including the start dates to which your firm is prepared to commit.
- Proof of insurance and bonding.
- Completed Bid Sheets for each of the scenarios (described "Details and Specifications" section below).
- A proposed structure of payments from the association to the contractor

## **Overview and Background**

Our community association is a non-profit corporation formed in 1973 to manage a group of 280 member owned lots occupying approximately 150 acres at the confluence of the Methow and Lost Rivers 8 miles west of Mazama in the Methow Valley. The LRAA owns and operates a community water system that provides year around fresh water to its members. Increasing water management regulation in the valley and Washington state requires LRAA to install a water meter for every property connected to our water system by January 22, 2017.

The LRAA water system has evolved and grown with the community. As the number of cabins and homes has increased over time, new water service lines have been added and sections of pipe have been reworked primarily to address recurring freezing problems. At this time we feel our water mains are in good shape but we are taking this opportunity to standardize the LRAA water service connections as we install a vault, shutoff valve and meter at each of about 170 service connections over a period of two years.

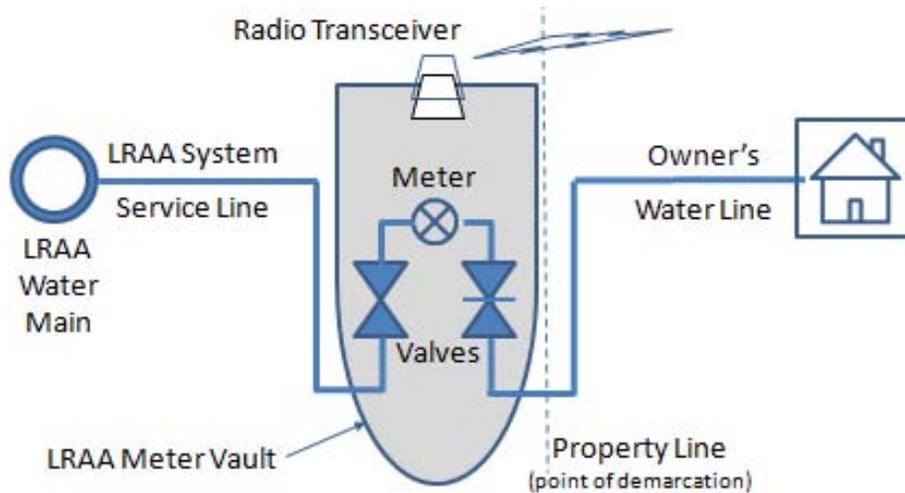
The meter and valves will be installed 5 feet underground in a new vault with a locking cover at ground level. Each vault will be installed on LRAA property or utility easement as close as practicable to the property line of the property receiving water service. Small radio units installed in the lid of each vault will allow efficient reading of meters year around.

As service lines are located and excavated we expect to find a variety of pipe materials, thicknesses and diameters as well as some lines that are too close to the surface. A number of these will require the installation of a new service line between the water main and the water meter. All new lines will be insulated and marked with tracer wire (as described under "Details and Specifications").

There are also a number of unauthorized or unused connections to the LRAA water system. The contractor will be disconnecting these and removing or capping these lines as we work our way through the Association.

## **Details and Specifications**

- A typical meter vault installation will consist of a ¾' to 1 ½" service line coming from the water main, LRAA provided 60" X 15" meter vault with coil tubing, pit setter, shut-off and check valves, connected to the downstream water line. Covers on the vault shall be locking with a common key (refer to: Figure 1 below).
- The project will span the construction seasons of 2015 and 2016.



**Figure 1: Typical Water Hook-up Vault, Valves, and Meter**

- There are about 170 service lines. Each service connection will fall into one or more of the scenarios below. Contractors are asked to quote the price to complete each of these scenario on separate bid sheets (attached):
  - Water service line location and property line is generally known. Excavate to expose existing LRAA service line, which is found to be of adequate materials and buried at an appropriate depth. Break into the line to install meter vault and meter, test connections, fill and grade. Record location/mapping data. We expect to do this about 170 times and are requesting a per unit bid.
  - Water service line location and property line is generally known. Upon excavation, the LRAA service line back to the main is found to be deficient. Replace 30 feet of service line back to the water main and possibly the saddle. This does not include installation of a meter vault. We expect to do this about 64 times and are requesting a per unit bid.
  - Excavate an existing service line that is no longer active or authorized and cap the line at the water main, fill and grade. This is likely to be under the road and will require repair of the road surface. This may require replacement of an inadequate saddle. We expect to do this about 20 times and are requesting a per unit bid.
  - The location of the LRAA service line feeding a property is not known. The contractor shall work with LRAA representatives to locate service line when required. This is probably an hourly rate for excavating and searching underground for a water pipe.
- In the course of completing this project it is likely the contractor will encounter one or more situations or conditions requiring unforeseen work. The Contractor and LRAA will proceed in good faith to agree on a course of action to resolve each condition or situation and proceed with completion of planned work.
- All new service line shall be buried a minimum of 60 inches deep according to all applicable codes and best practices. New service line will be covered by 4 inch thick by 24 inch wide 250 psi blue rigid form board insulation and that covered by heavy plastic sheeting a minimum of 36" wide. All underground plumbing and hardware shall be bedded in sand adequate to protect it from rocks in the native soil.

- In locations where the water pipe is in close proximity to an existing sewer line, jacketing on the water line will be required. The LRAA project manager will determine the extent of the jacketing.
- All new service lines shall have tracer wire with the pipe and warning ribbon installed above the insulating foam board for future locating and warning/protection.
- Road surface that is disturbed by this project will be restored to better than existing condition (to the satisfaction of the project manger). This will include recovering with 5/8 road mix, gravel, compacting and grading to blend with the existing surface of the road.
- Ideally, the downstream side of the vault will always be exactly on the property line but there is a 5 foot utility easement on the private properties in which the vault may be installed depending on the terrain, road shoulder, and existing service line location (See Point of Demarcation in “Assumptions and Restraints” section).
- To minimize disruption to the residents, all reasonable efforts will be made to upgrade water connections and perform any other work on a given street before moving on to the next.
- Contractor will work with LRAA project manager to minimize road closures and water flow disruptions. Contactor will do their best to keep access open to as many properties on the road as possible and provide signage to keep members and visitors informed of road closures and water disruptions.

### **Assumptions and Restraints**

- The Point of Demarcation (POD) is the point at which the LRAA water system connects to the private service line on private property. The point of demarcation is at the output side of the water meter vault. All hardware upstream of the POD is owned and maintained by the association. All hardware downstream of the POD is owned and maintained by the private property owner.
- LRAA is not responsible for private service lines. In the case of an obvious problem, the property owner will be notified.
- Each individual service line will run approximately 30 feet from the water main to the water meter vault and POD.
- LRAA will provide meter vaults, meters, shut-off and check valves
- About a third of the Lost River Airport Association property is on a flood plain. Digging on those properties and roads cannot commence until later in the construction season when the water table drops.
- Contractor will provide an “ as installed” map showing all work performed

UTILITY  
MAP

# LOST RIVER AIRPORT TRACTS

OKANOGAN COUNTY, WA.



CODE:  
 — GALV. PIPE  
 - - - PLASTIC PIPE  
 ⊕ VALVE  
 ♣ FIRE HYDRANT



LRAA Utility Map – Showing properties, water mains, shut-off valve locations (digital file available)

### **Terms and Conditions**

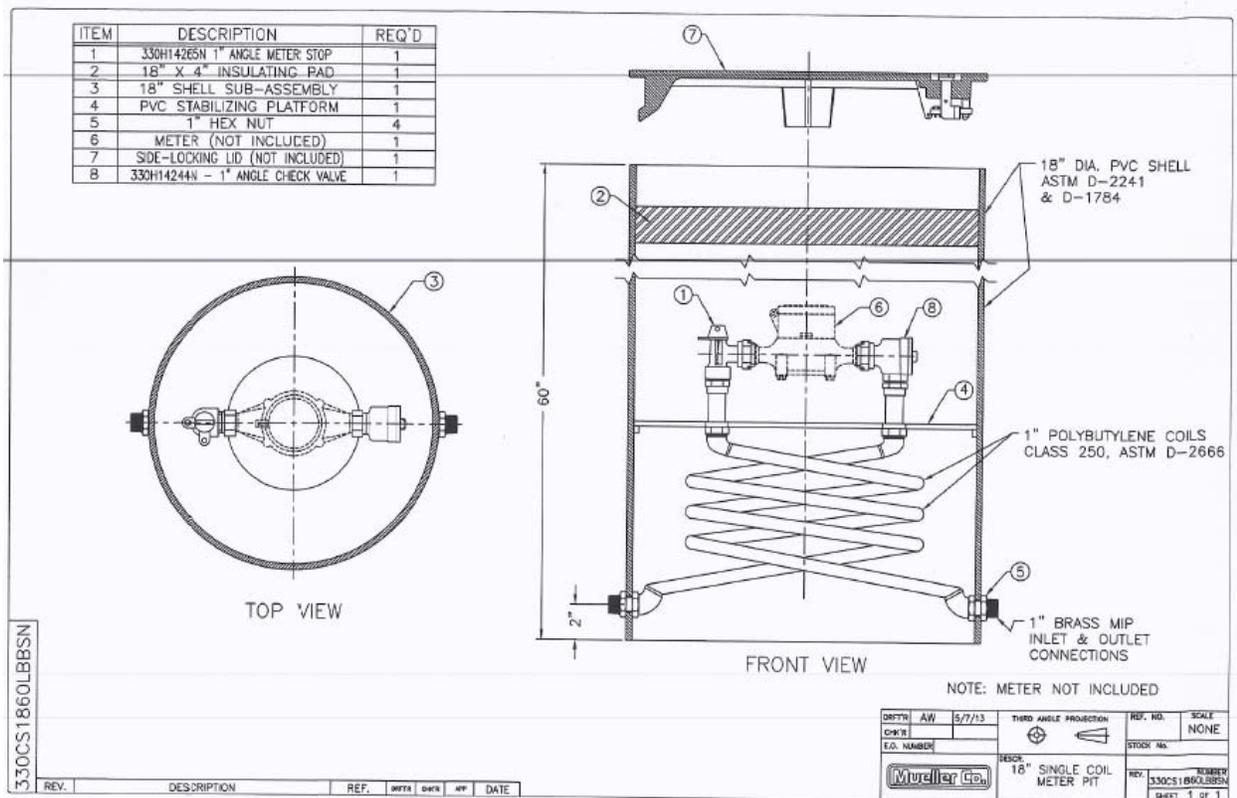
- LRAA will evaluate contractor performance at the end of 2015 construction season. Based upon performance, the LRAA Board will decide to award the remainder of the project to the same contractor or look for a new contractor to complete the project.
- Contractor will show proof of necessary bonding and insurance at time of contract signing.
- Such coverage will cover claims for damage to or destruction of wires, pipes, conduits and similar property located above or below the surface of the ground, and for damage to any building or structure resulting from the services to be performed under this Agreement.
- Contractor will remedy any defect due to faulty material or workmanship and pay for any damage to other work resulting therefrom, which appears within the period of one year from final payment under the contract.
- Contractor agrees not to assign any rights or delegate any duties under this Agreement without the prior written consent of LRAA.
- Contractor will secure at his/her own expense any necessary permits and licenses required to do the work and will comply with all building and code regulations and ordinances whether or not covered by the specifications and drawings for the work. In the event any work called for under the contract is in conflict with any such requirements, contractor will immediately notify the LRAA project manager.

### **Selection Criteria**

- Selection will generally be based upon the following:
  - Willingness to work with the “unit of work” structure
  - Most competitive bids on scenarios or units of work
  - Flexibility and ability of contractor to work with LRAA to accomplish this project
  - The quality of the contractors plan with particular focus on communications.

### **Attachments or enclosures:**

- Specifications of vault,
- Bid sheets for work units 1-4



Typical Meter Vault/Pit Specification – To be provided by LRAA for installation by contractor

Bid Sheets for Work Units 1- 4

<b>Work Unit #1 - Meter Installation</b>			
Water service line location and property line is generally known. Excavate to expose existing LRAA service line, which is found to be of adequate materials and buried at an appropriate depth. Break into the line to install meter vault and meter, test connections, fill and grade. Record location/mapping data. We expect to do this about 170 times and are requesting a per unit bid.			
Description	Qty /Hrs	Bid Price	Comments
Labor (Excavate, install, backfill)			
Excavator (Excavate and backfill)			
250 psi foam insulation board			
Misc Fittings			
Bedding Sand			
Compaction			
Sub Total		\$nnn	
State Sales Tax			
Total		\$nnn	
<b>Other Considerations:</b>			

**Work Unit #2 - Replacement of Deficient Line (30 feet)**

Water service line location and property line is generally known. Upon excavation, the LRAA service line is found to be deficient. Replace 30 feet of service line back to the water main and possibly the saddle. **This scenario does not install a meter vault.** We expect to do this about 64 times.

Description	Qty /Hrs	Bid Price	Comments
Labor (Excavate, pipe fit, backfill)			
Excavator (Excavate and backfill)			
1" 200 PSI Poly Line			
Misc Fittings			
Poly sheathing, tracking wire, ribbon			
250 psi foam board			
Bedding Sand			
Compaction			
Sub Total		\$nnn	
State Sales Tax			
Total		\$nnn	
<b>Other Considerations:</b>			

**Work Unit #3 - Removal of unauthorized water connection**

Excavate an existing service line that is no longer active or authorized and cap the line at the water main, fill and grade. This is likely to be under the road and will require repair of the road surface. This may require replacement of an inadequate saddle. We expect to do this about 20 times.

Description	Qty /Hrs	Bid Price	Comments
Labor (Excavate, pipe fit, backfill)			
Excavator (Excavate and backfill)			
Misc Fittings			
Compaction			
Sub Total		\$nnn	
State Sales Tax			
Total		\$nnn	
<b>Other Considerations:</b>			

**Work Unit #4 - Locate Water Service Line**

The location of a water service line feeding a property is not known. The contractor shall work with LRAA representatives to locate water line when required. This is an hourly rate for searching underground for a water pipe.

Description	Qty /Hrs	Bid Price	Comments
Labor (Excavate, pipe fit, backfill)	1 Hr		
Excavator (Excavate and backfill)	1 Hr		
Compaction			
Sub Total		\$nnn	
State Sales Tax			
Total		\$nnn	
<b>Other Considerations:</b>			

**General Hourly Rates – To be completed at Contractor’s discretion**

It is likely the contractor will encounter one or more situations or conditions requiring unforeseen work. The Contractor and LRAA will proceed in good faith to agree on a course of action. To facilitate resolution of unforeseen work, the contractor may list hourly rates for typical work or categories below.

Description	\$/Hr		Comments
<i>Labor</i>			
<i>Heavy Machinery</i>			