

REQUEST FOR PROPOSAL

FOR

CITY OF SEDONA

WASTEWATER DEPARTMENT

2017 West SR89A Sewer Main CCTV CONTRACT

JANUARY 2017

Notice of Extended Payment Provision

This contract allows the owner to make payment within 20 days after certification and approval of billings and estimates for progress payments, within 20 days after certification and approval of billings and estimates for release of retention and within 20 days after certification and approval of billings and estimates for final payment.

REQUEST FOR PROPOSALS

CITY OF SEDONA
WASTEWATER DEPARTMENT

2017 West SR89A Sewer Main CCTV CONTRACT
PROPOSAL DUE DATE: Thursday, February 9, 2017 3:00 PM
PROPOSAL OPENING TIME AND DATE: After 4 PM Thursday, February 9, 2017

The City of Sedona Wastewater Department is soliciting proposals from licensed contractors for Closed Circuit Television inspection of sewer lines and manholes along West SR89A in Sedona.

The Request for Proposals is available on the City of Sedona website at www.SedonaAz.gov. Addendums will be posted on the City of Sedona's website at www.SedonaAz.gov under the Bid/RFP Opportunities. The City retains the right to reject any proposal not acknowledging all issued addendums. Addendums may be posted to within 24 hours of the time of bid opening.

Contract Documents with completed Bid Proposals must be enclosed in a sealed envelope addressed to:

HAND DELIVERED: City of Sedona
Charles Mosley, PE
Wastewater Department
7500 W SR 89A
Sedona, AZ 86336

U.S. MAIL: City of Sedona
Charles Mosley, PE
Wastewater Department
102 Roadrunner Drive
Sedona, AZ 86336

AND CLEARLY MARKED: Proposal for 2017 West SR89A Sewer Main CCTV Contract

AND RECEIVED: At the Wastewater Department until 3:00 p.m. local time, Thursday, February 9, 2017, (as determined by reference to the official time.)

Proposals will be opened in the Wastewater Department at 7500 W SR 89A, Sedona after 4:00 PM on February 9, 2016. One or more proposals may be accepted by the City at its sole discretion. The City of Sedona reserves the right to reject any, or all proposals and withhold award if deemed in the best interest of the city.

The contract time for this work is 90 days.

A proposal guarantee shall be provided with each bid. The guarantee shall be in the form of a bid bond, certified check or cashier's check payable to the City. **The proposal guarantee amount shall be based upon the base items total plus the additive items total.**

By: 
Charles Mosley, Director of Wastewater/City Engineer

First Advertisement: Friday, January 6, 2017
Second Advertisement: Wednesday, January 11, 2017
RED ROCK NEWS

INSTRUCTIONS TO PROPOSERS

1. Each proposal shall be submitted on the Proposal Form provided, to the locations specified in these request, at or prior to the date and time specified. All sections of the form must be completed. If information does not apply state "Not applicable". Mailing and location addresses must be provided.
2. Proposal prices submitted shall be considered to have included all local, state and federal taxes, and no additional allowance will be allowed for such. The City reserves the right to consider the value to it of warranties exceeding the minimum requirements in determining which if any proposal will be accepted. The scope of the work to be accomplished for the proposal is described in Exhibit A to these instructions.
3. No Proposer may withdraw his proposal for forty-five (45) days after the time established for receiving Proposals or before the accepted proposers have returned the Letter of Award signed, unless a period exceeding forty-five (45) calendar days after the time established for receiving Proposals has passed. The sending of the Letter of Award by the City of Sedona to one party does not constitute a waiver of this condition.
4. Each proposal must be accompanied by either a certified check made payable to the City of Sedona, a cashier's check made payable to the City of Sedona or a bid bond, duly executed by the Proposer as principal and having as surety thereon a surety company licensed to do business in Arizona. The City may retain such checks or bid bonds, of up to three (3) highest ranked Proposers, for a period of forty-five (45) days after the bid opening.
5. In the event a successful proposer fails to deliver to the City of Sedona all items, training and services, as proposed and awarded, within the time frames specified to the satisfaction of the City, the proposer may be deemed non-performing, and the proposal deposit or bond for the non-performing proposer shall be forfeited to the City.
6. Each bidder acknowledges and agrees award of the contract shall require issuance of a Letter of Award by the City to the successful bidder and issuance of a Purchase Order. The City reserves the right to award the Base Proposal only, or the Base Proposal plus the Additive Alternate Proposal, or to reject all proposals, at its sole discretion.
7. City may conduct such investigation as it deems necessary to assist in the evaluation of any Proposal and to establish the responsibility, qualifications and financial ability of the Proposers, proposed Subcontractors and other persons and organizations to do the work in accordance with the Contract Documents. City reserves the right to reject the Proposal of any Proposer who does not pass any such evaluation to City's satisfaction.

8. Modification of a Proposal already received will be considered only if the modification is received prior to the time established for receiving Proposals. Modifications shall be made in writing, executed, and submitted in the same form and manner as the original Proposal. The communication should not reveal the Proposal Price, but should provide the addition or subtraction or other modifications so that the final price or terms will not be shown until the sealed Proposals are opened.
9. Each Proposal shall state its Arizona State Contractor's License number and category, in the proposal. Each proposal shall identify the firm responsible for providing and monitoring traffic control plans.

INSTRUCTIONS TO PROPOSERS

1. Each proposal shall be submitted on the Proposal Form provided, to the locations specified in these request, at or prior to the date and time specified. All sections of the form must be completed. If information does not apply state "Not applicable". Mailing and location addresses must be provided.
2. Proposal prices submitted shall be considered to have included all local, state and federal taxes, and no additional allowance will be allowed for such. The City reserves the right to consider the value to it of warranties exceeding the minimum requirements in determining which if any proposal will be accepted. The scope of the work to be accomplished for the proposal is described in Exhibit A to these instructions.
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4. Each proposal must be accompanied by either a certified check made payable to the City of Sedona, a cashier's check made payable to the City of Sedona or a bid bond, duly executed by the Proposer as principal and having as surety thereon a surety company licensed to do business in Arizona. The City may retain such checks or bid bonds, of up to three (3) highest ranked Proposers, for a period of forty-five (45) days after the bid opening.
5. In the event a successful proposer fails to deliver to the City of Sedona all items, training and services, as proposed and awarded, within the time frames specified to the satisfaction of the City, the proposer may be deemed non-performing, and the proposal deposit or bond for the non-performing proposer shall be forfeited to the City.
6. Each bidder acknowledges and agrees award of the contract shall require issuance of a Letter of Award by the City to the successful bidder and issuance of a Purchase Order. The City reserves the right to award the Base Proposal only, or the Base Proposal plus the Additive Alternate Proposal, or to reject all proposals, at its sole discretion.
7. City may conduct such investigation as it deems necessary to assist in the evaluation of any Proposal and to establish the responsibility, qualifications and financial ability of the Proposers, proposed Subcontractors and other persons and organizations to do the work in accordance with the Contract Documents. City reserves the right to reject the Proposal of any Proposer who does not pass any such evaluation to City's satisfaction.

8. Modification of a Proposal already received will be considered only if the modification is received prior to the time established for receiving Proposals. Modifications shall be made in writing, executed, and submitted in the same form and manner as the original Proposal. The communication should not reveal the Proposal Price, but should provide the addition or subtraction or other modifications so that the final price or terms will not be shown until the sealed Proposals are opened.
9. Each Proposal shall state its Arizona State Contractor's License number and category, in the proposal. Each proposal shall identify the firm responsible for providing and monitoring traffic control plans.

STATUTORY BID BOND

PURSUANT TO TITLE 34, CHAPTER 2, ARTICLE 1
OF THE ARIZONA REVISED STATUTES

(This bond must not be less than ten percent (10%) of the bid amount)

KNOW ALL MEN BY THESE PRESENTS:

That we, the undersigned _____, (hereinafter "Principal"),
as Principal, and _____, a corporation organized and
existing under the laws of the State of _____, with its principal offices in the
City of _____, (hereinafter "Surety"), as Surety, are held and firmly bound unto
the City of Sedona, the State of Arizona, (hereinafter "Obligee"), in the amount of
_____ (Dollars) (\$ _____), for the
payment whereof, the said Principal and Surety bind themselves, and their heirs,
administrators, executors, successors and assigns jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for

CITY OF SEDONA

2017 West SR89A Sewer Main CCTV CONTRACT

NOW, THEREFORE, if the Obligee accepts the proposal of the Principal and the Principal enters into a contract with the Obligee in accordance with the terms of the proposal and gives the bonds and certificates of insurance as specified in the Contract Documents with good and sufficient surety for the faithful performance of the contract and for the prompt payment of labor and materials furnished in the prosecution of the contract, or in the event of the failure of the Principal to enter into the contract and give the bonds and certificates of insurance, if the Principal pays to the Obligee the difference not to exceed the penalty of the bond between the amount specified in the proposal and such larger amount for which the Obligee may in good faith contract with another party to perform the work covered by the proposal then this obligation is void. Otherwise, it remains in full force and effect provided, however, that this bond is executed pursuant to the provisions of Section 34-201, Arizona Revised Statutes, and all liabilities on this bond shall be determined in accordance with the provisions of the section to the extent as if it were copied at length herein.

Witness our hands this _____ day of _____, 2017.

PRINCIPAL

Seal

By: _____

Title: _____

AGENCY OF RECORD

AGENCY ADDRESS

SURETY

Seal

(Attach Power of Attorney form)

STATUTORY BID BOND
(Check to accompany bid)

(Note: The following form shall be used when a check accompanies bid)

Accompanying this proposal is a Cashiers check payable to the order of the City of Sedona
hereinafter referred to as "City," for

CITY OF SEDONA

2017 West SR89A Sewer Main CCTV CONTRACT

in the amount of _____ Dollars (\$ _____), this amount being ten percent (10%) of the total amount of the Bid. The proceeds of this check shall become the property of said City provided this proposal shall be accepted by said City through action of its legally constituted contracting authorities and the undersigned shall fail to execute a contract and furnish the required Performance and Payment Bonds and proof of insurance coverage within the stipulated time; otherwise, the check shall be returned to the undersigned. The proceeds of this check shall also become the property of the City if the undersigned shall withdraw his bid within the period of forty-five (45) days after the date set for the opening thereof, unless otherwise required by law, and notwithstanding the award of the Contract to another Bidder.

Bidder

(NOTE: If the Bidder desires to use a bond instead of a check, the Bid Bond Form on the previous two pages shall be executed -- the sum of this bond shall not be less than ten percent (10%) of the total amount of this Bid.)

STATUTORY PERFORMANCE BOND
PURSUANT TO TITLE 34, CHAPTER 2, ARTICLE 2,
OF THE ARIZONA REVISED STATUTES

(This Bond must be 100% of the Contract amount)

KNOW ALL MEN BY THESE PRESENTS:

That, _____ (hereinafter "Principal"), as Principal,
and _____, a corporation
organized and existing under the laws of the State of _____ with its principal office
in the City of _____, (hereinafter "Surety"), as Surety, are held and firmly bound
unto the City of Sedona, State of Arizona, (hereinafter "Obligee") in the amount of _____
_____ (Dollars) (\$ _____) for the payment whereof, the
said Principal and Surety bind themselves, and their heirs, administrators, executors, successors
and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has entered into a certain written Contract with the
_____, dated the ____ day of _____, 2017 to

_____ which contract is
hereby referred to and made a part hereof as fully and to the same extent as if copied at length
herein.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH, that if the Principal faithfully
performs and fulfills all of the undertakings, covenants, terms conditions and agreements of the
Contract during the original term of the Contract and any extension of the Contract, with or
without notice to the Surety, and during the life of any guaranty required under the Contract,
and also performs and fulfills all of the undertakings, covenants, terms conditions and
agreements of all duly authorized modifications of the Contract that may hereafter be made,
notice of which modifications to the Surety being hereby waived, the above obligation is void.
Otherwise it remains in full force and effect.

PROVIDED, HOWEVER, that this bond is executed pursuant to the provisions of Title 34, Chapter 2, Article 2, Arizona Revised Statutes, and all liabilities on this bond shall be determined in accordance with the provisions of Title 34, Chapter 2, Article 2, Arizona Revised Statutes, to the extent as if it were copied at length in this agreement.

The prevailing party in a suit on this bond shall recover as part of the judgment reasonable attorney fees that may be fixed by a judge of the Court.

Witness our hands this _____ day of _____, 2017.

PRINCIPAL Seal

By: _____

Title: _____

AGENCY OF RECORD

AGENCY ADDRESS

SURETY Seal

By: _____

(Attach Power of Attorney form)

STATUTORY PAYMENT BOND
PURSUANT TO
TITLE 34, CHAPTER 2, ARTICLE 2,
OF THE ARIZONA REVISED STATUTES

(This Bond must be 100% of the Contract amount)

KNOW ALL MEN BY THESE PRESENTS:

That, _____ (hereinafter "Principal"), as Principal, and _____, a corporation organized and existing under the laws of the State of _____ with its principal office in the City of _____, (hereinafter "Surety"), as Surety, are held and firmly bound unto the City of Sedona, State of Arizona (hereinafter "Obligee") in the amount of _____ (Dollars) (\$ _____) for the payment whereof, the said Principal and Surety bind themselves, and their heirs, administrators, executors, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has entered into a certain written contract with the Obligee dated the _____ day of _____, 2017, _____

which contract is hereby referred to and made a part hereof as fully and to the same extent as if copied at length herein.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH, that if the Principal promptly pays all monies due to all persons supplying labor or materials to the Principal or the Principal's subcontractors in the prosecution of the work provided for in contract, this obligation is void. Otherwise it remains in full force and effect.

PROVIDED HOWEVER, that this bond is executed pursuant to the provisions of Title 34, Chapter 2, Article 2, of the Arizona Revised Statutes, and all liabilities on this bond shall be determined in accordance with the provisions, conditions and limitations of Title 34, Chapter 2, Article 2, Arizona Revised Statutes, to the same extent as if it were copied at length in this agreement.

The prevailing party in a suit on this bond shall recover as part of the judgment reasonable attorney fees that may be fixed by a judge of the Court.

Witness our hands this _____ day of _____, 2017.

PRINCIPAL

Seal

By: _____

Title: _____

AGENCY OF RECORD

AGENCY ADDRESS

SURETY

Seal

By: _____

(Attach Power of Attorney form)

DO NOT DETACH AND SUBMIT SEPARATE FROM OTHER CONTRACT DOCUMENTS

BID PROPOSAL

City of Sedona:

The undersigned Bidder, having examined the specifications, drawings and all other documents contained in the Contract Documents, attended all mandatory pre-bid meetings, and having examined the site where the work is being performed, and having familiarized himself with any local conditions affecting the work and having knowledge of the cost of work at the place where the work is to be done, hereby proposes to execute and perform the formal Contract set forth in these Contract Documents, of which this Proposal forms a part, and will do the work therein described on the terms and conditions therein set forth; and furnish all required labor, materials, tools, equipment, transportation and services for said work, and pay all taxes and other incidental costs, all in strict conformity with the drawings and specifications forming a part of the Contract Documents for the Unit Prices entered based on the Bidding Schedule included herein, said prices to only be amended or altered in accordance with the Contract Documents.

It is understood that any listed quantities of work to be done at unit prices are **approximate** only, and are intended to serve as a guide in evaluating bids.

It is further agreed that any quantities of work to be done at unit prices and material to be furnished may be increased or decreased as may be considered necessary, in the opinion of the City, to complete the work fully as planned and contemplated and that all quantities of work, whether increased or decreased, are to be performed at the unit prices set forth in the Bid Schedule, except as otherwise provided for in the Contract Documents.

It is further agreed that payments may be increased to cover additional work ordered by the City, but not shown on the Plans or required by the Specifications. Similarly, payments may decrease if work is deleted or changed.

By submitting a bid, the Bidder acknowledges the understanding that the bid process is solely intended to serve the public interest in achieving the highest quality of services and goods at the lowest price, and that no right, interest, or expectation shall vest or inure to the benefit of Bidders as a result of any reliance or participation in the process.

In submitting this Proposal, it is understood that the right is reserved by the City to reject any or all Proposals and waive informalities or irregularities in Proposals. The City also reserves the right to delay the award of a contract for a period not to exceed forty-five (45) days from the date of the opening of bids.

The undersigned Bidder further agrees, if awarded the contract for the work included in this Proposal, to begin and to complete and deliver the work contemplated in accordance with all the conditions set forth in the Contract Documents.

The undersigned Bidder has carefully checked the figures inserted by him and understands that they are the Bidder's sole responsibility, and the City will not be responsible for any errors or omissions on the part of the undersigned Bidder in preparing this Proposal although City may check and correct mathematical accuracy in evaluation of the bids.

The undersigned Bidder certifies that this Proposal is genuine, not collusive, or made in the interest or behalf of any person not named as provided in the Information for and Instructions to Bidders, and that the undersigned has not, directly, or indirectly, induced or solicited any other Bidder, or induced any other person, firm, or corporation to refrain from submitting a proposal, and the undersigned has not in any manner sought by collusion to secure for himself an advantage over any other Bidder.

Attached is a certified check without endorsement and with conditions payable to the City of Sedona in the sum of ten percent (10%) of the total bid drawn on a bank which is a member of Federal Reserve System or which is a member of the Federal Deposit Insurance Corporation, or a cashier's check for ten percent (10%) of the total bid or a Bid Bond written by an approved surety company for ten percent (10%) of the total bid.

The undersigned submits a bid bond pursuant to Section 34-201, Arizona Revised Statutes, payable to the City, equal to ten percent (10%) of the total amount of this proposal, and agrees that said bid bond shall be given as a guarantee that the Bidder will enter into the Contract within the time herein stated if the award is made to him by the City. In case of the Bidder's refusal or failure to do so within ten (10) days of Notice of the Award of Contract, or within five (5) days after receiving notice from the City of the rejection of any objections to the Notice of Award, the bond will be forfeited.

The Bidder grants the City the right to hold the lowest three (3) Proposals received, together with the accompanying bid securities, for a period of forty-five (45) days after the date of opening of said Proposals.

The undersigned Bidder further grants the City the right to award this Contract on the basis of any possible combinations of Base Bid and add/deduct alternate(s) (if any) that best suits the City's needs.

Bidder agrees that the City has determined that a reasonable time for the **2017 West SR89A Sewer Main CCTV CONTRACT** is the contract time stated in the Advertisement for Bids (Request for Proposal) and issued addendum. The Bidder agrees that this proposal is submitted on this basis, subject to provisions contained in the Contract Documents relating to extensions of time, and agrees to plan and prosecute the work with such diligence that the work shall be

completed within the time specified.

Bidder agrees that the bid includes the following items which have been completed in full by the Bidder:

- (a) Bid or Proposal
- (b) Bid Schedule
- (c) Bid Guaranty Bond

- (d) Certification of the Bidder's experience and qualifications and statement of Bidder's Qualifications
- (e) List of all proposed Subcontractors
- (f) Schedule of manufacturers and suppliers, major equipment and material items
- (g) Non-collusion Affidavit
- (h) Certificate of Insurability
- (i) Signed Addenda

Bidder agrees that the City assumes no responsibility for any understanding or representation made by any of its Council members, officers or agents during or prior to the bidding and execution of the Contract, unless (1) such understanding or representations are expressly stated in the Contract or Addenda thereto, or (2) the Contract expressly provides that responsibility therefore is assumed by the City, or (3) said understanding or representation is contained in the information supplied to Bidders by the City or the City Engineer, or as information distributed pursuant to the Information for and Instructions to Bidders. The Bidder further understands that only the Mayor and Council of the City through action taken at a properly noticed meeting can waive any term or condition or requirement of this Contract or of the bid.

Bidder agrees that all terms set forth in all Contract Documents shall be binding upon the Bidder if a Notice of Award is issued in favor of said Bidder by the City.

Bidder agrees that all major equipment and suppliers shall be set forth herein on the attached "Schedule of Manufacturers and Suppliers, Major Equipment and Material Items",

Bidder understands that this project is to be constructed in compliance with all City, State and Federal laws, rules and regulations, which are applicable to the project and the Contractor and all work performed hereunder.

In making this proposal, the undersigned incorporates and acknowledges all definitions set forth in the Contract Documents.

The undersigned hereby submits this proposal and the accompanying Bid Schedule as its proposal to construct the improvements described in the Contract Documents.

The name and location of the place of business of each Subcontractor who will perform work or labor or render service to the general Contractor in or about the construction of the work or improvements in an amount in excess of one and one-half percent (1.5%) of the general Contractor's total Bid, and the portion of the work which will be done by each Subcontractor is set forth in the Proposed Subcontractor list attached hereto.

Bidder has received all Addenda before submission of Bid, and has examined the same and has included them in the Contract Documents prior to submitting the Bid and has submitted the Bid based upon them.

The Bonding company which will supply the required Performance and Payment bond is:

Bid Items
2017 West SR89A Sewer Main CCTV CONTRACT

Bid Item DESCRIPTION	Bid item and Quantity	Unit and Unit Price	NOT TO EXCEED TOTAL PRICE (Bid prices submitted shall be held for forty-five days and are considered to have included all local, state and federal taxes)
1. Mobilization/Demobilization	#1 1	LS	
2. Clean gravity sewer line - 6-inch	#2 291	LF	
3. Clean gravity sewer line - 8-inch	#3 11671	LF	
4. Clean gravity sewer line – 12-inch	#4 356	LF	
5. Clean gravity sewer line – 18-inch	#5 1193	LF	
6. CCTV gravity sewer line - 6-inch	#6 291	LF	
7. CCTV gravity sewer line - 8-inch	#7 11671	LF	
8. CCTV gravity sewer line - 12-inch	#8 356	LF	

9. CCTV gravity sewer line - 18-inch	#9 1193		
10. Sewer line inspection Reports	#6 13.5	Each	
11. Sewer line videos	#7 13.5	Each	
12. Traffic Control	#8 1	LS	
Base Items Total			
<u>Additive Items</u>			
A. Clean sewer manholes to 10-foot depth	A 58	Each	
B. CCTV sewer manholes to 10-foot depth	B 58	Each	
C. Sewer manhole inspection Reports	C 58	Each	
D. Sewer manhole videos	D 58	Each	
E. Traffic Control	E 1	LS	
Additive Items Total			\$ _____
Note: Prices will be paid to the nearest foot or the nearest half ton +or -.			

Bid Item Descriptions

Notice of Extended Payment Provision

This contract allows the owner to make payment within 20 days after certification and approval of billings and estimates for progress payments, within 20 days after certification and approval of billings and estimates for release of retention and within 20 days after certification and approval of billings and estimates for final payment.

Mobilization/Demobilization

Mobilization/Demobilization shall be defined and paid as per 2015 MAG section 109.10 Payment for Mobilization/Demobilization.

Clean gravity sewer – x-inch

Clean sewer main as specified of the nominal x-inch diameter stated, including but not limited to the collection and disposal of debris, flow management, cutting and removal of roots, acquisition and payment for water, environmental measures necessary prevent stormwater contamination, meetings, and compliance with OSHA requirements. The compensation shall be for a complete work including but not limited to all labor, equipment, permits, taxes, and insurance and no additional compensation shall be provided therefor. Measurement is per surface of ground lineal feet measured from center of manhole or cleanout to center of manhole of cleanout bounding a line segment.

CCTV gravity sewer line – x-inch

Using closed circuit television (CCTV) camera as specified inspect sewer lines of the nominal x-inch diameter stated, including but not limited to recording video and taking pictures, testing to assure that the camera can pass through the line, assuring that equipment is operating, placing digital video and pictures on media and in formats which the City of Sedona has hardware and software to directly read and view, retrieving Contractor equipment from lines, meetings, and providing certified personnel. The compensation shall be for a complete work including but not limited to all labor, equipment, permits, taxes, and insurance and no additional compensation shall be provided therefor. Measurement is per surface of ground lineal feet measured from center of manhole or cleanout to center of manhole of cleanout bounding a line segment.

Sewer line inspection Reports

Provide reports in legible hard copy and digital formats using Word version 10 and PDF format compatible with equipment and software currently used by the City of Sedona Wastewater Department. The information provided in the reports shall be in accordance with the requirements specified in the contract documents, including but not limited to content, format, and frequency. Payment shall be made per each thousand feet of main line reported upon. The compensation shall be for a complete work including but not limited to all labor, equipment, permits, taxes, insurance, certified personnel, and no additional compensation shall be

provided therefor. Measurement is per surface of ground lineal feet measured from center of manhole or cleanout to center of manhole of cleanout bounding a line segment.

Sewer line videos

Provide digital video of CCTV inspection in the format specified and on media compatible with City of Sedona Wastewater hardware. Payment shall be per each thousand feet of line presented in final form. The compensation shall be for a complete work including but not limited to all labor, equipment, permits, taxes, and insurance and no additional compensation shall be provided therefor.

Traffic Control

Provide traffic control as required by Arizona Department of Transportation and the City of Sedona, and these specifications including but not limited to obtaining permits, using properly certified flagmen and other traffic control personnel, placing, monitoring, and maintaining traffic control devices, and preparing, monitoring and updating traffic control plans. The compensation shall be for a complete work including but not limited to all labor, equipment, permits, taxes, and insurance and no additional compensation shall be provided therefor.

Clean sewer manholes to 10-foot depth

Clean sewer manhole sides and inverts as specified prior to televising manholes, including but limited to debris capture and disposal, prevention of stormwater pollution, and compliance with OSHA regulations. The per each compensation shall apply to manholes 10 –feet or less in depth measured from the top of the rim to the top of the manhole base. Compensation for manholes deeper than 10.5 feet shall be subject to compensation through change order for the additional depth, however the compensation for additional footage shall not exceed 7.5% of the original per each unit price provided the depth is less than 15 feet. The compensation shall be for a complete work including but not limited to all labor, equipment, permits, taxes, and insurance and no additional compensation shall be provided therefor.

CCTV sewer manholes to 10-foot depth

CCTV sewer manholes and bases as specified. The per each compensation shall apply to manholes 10 –feet or less in depth measured from the top of the rim to the top of the manhole base. Compensation for manholes deeper than 10.5 feet shall be subject to compensation through change order for the additional depth, however the compensation for additional footage shall not exceed 3% of the original per each unit price provided the depth is less than 15 feet. The compensation shall be for a complete work including but not limited to all labor, equipment, permits, taxes, and insurance and no additional compensation shall be provided therefor.

Sewer manhole inspection Reports

Provide reports in legible hard copy and digital formats as specified and on media compatible with City of Sedona Wastewater hardware. Payment per set of finally complete reports (hard copy and digital) provided for each manhole. The compensation shall be for a complete work including but not limited to all labor, equipment, permits, taxes, and insurance and no additional compensation shall be provided therefor.

Sewer manhole videos

Provide digital video of CCTV inspection in the format specified and on media compatible with City of Sedona Wastewater hardware. Payment shall be per each manhole video presented in

final form. The compensation shall be for a complete work including but not limited to all labor, equipment, permits, taxes, and insurance and no additional compensation shall be provided therefor.

Bidder Name (Print)_____

ROC _____

Agent Authorized to submit bid

_____ Print Name

_____ Signature

_____ Title

_____ Date signed

_____ Contact Phone #

_____ e-mail contact

Submit for bid package all pages appropriately completed, including this page between here and cover sheet, along with supplemental information and samples required in Exhibit A for bid.

**DEPARTMENTAL CONTRACT FOR SERVICES
FOR THE CITY OF SEDONA**

This contract is made and entered into on this _____ day of _____ 201____, by and between the City of Sedona ("CITY") and _____ ("CONTRACTOR")

Services. The CONTRACTOR promises and agrees to and with the CITY that it shall perform everything required to be performed and shall provide and furnish all the labor, materials, necessary tools, expendable equipment, and all utility and transportation services required to perform and complete in a workmanlike manner all of the work required in connection with **2017 West SR89A Sewer Main CCTV CONTRACT** all in strict accordance with MAG Specifications, if applicable, and in strict compliance with the CONTRACTOR'S Proposal set forth in **Exhibit "A"** (attached), for a contract price not to exceed \$ _____ ("Project"). Contractor shall diligently and continuously prosecute and complete all work under this Contract within the time frame specified by the Proposal.

1. *Contract Documents.* The CONTRACTOR and the CITY agree that the terms, conditions, and covenants of his contract may be supplemented by specific conditions, drawings, and materials lists, if any, which are attached hereto as additional exhibits, and made a part hereof as if fully set forth herein.
2. *Confidential Information.* All correspondence, reports and other documentation of CONTRACTOR'S work shall be considered confidential information and will be distributed only to those persons, organizations or agencies specifically designated by CITY or its authorized representative, or as specifically required for completion of CONTRACTOR'S task.
3. *Billing and Payment.* Billing and payment will be in accordance with an attached payment schedule or as set out in **Exhibit A**. Invoices are due and payable upon receipt and are delinquent only thirty (30) days after the date received by CITY. Each invoice shall set forth a general description of the work performed, in accordance with the scope of work, for the items billed.
4. *Conflicts.* In the event any term or provision of this contract is held to be illegal or in conflict with any law of the United States or Arizona or any local law, the validity of the remaining provisions shall not be affected, and this contract shall be construed and enforced as if it did not contain the particular term or provision.
5. *Certification.* CONTRACTOR hereby warrants that it is qualified by experience, necessary work force, and materials to assume the responsibilities and render the services described herein. CONTRACTOR shall execute the required affidavit of lawful presence as set forth in ARS 1-502/8 USC § 1621 [Exhibit B]
6. *Compliance with Local Rules and Regulations.* It is contemplated that the work and services to be performed by CONTRACTOR hereunder shall be done in compliance with applicable laws, ordinances, rules and regulations that are in effect on the date of this contract. Any subsequent changes in applicable laws, ordinances, rules or regulations that necessitate additional work shall constitute a change in the scope of work. It is unlawful for any business to operate if it is (1) physically located within the city limits, or (2) if it has an obligation to pay transaction privilege taxes (TPT) to the city of Sedona for the business it is conducting, without first having procured a current business license from the city and complying with any and all regulations of such business specified in the

Sedona City Code, Sedona Land Development Code (LDC), and Arizona Revised Statutes except as exempted pursuant to SCC 5.05.025. Said compliance shall include but not be limited to compliance with any and all zoning ordinances and specified building uses. A business license is in addition to the privilege tax license required by Section 8-300 of the Sedona City Tax Code.

7. *Indemnification.* To the fullest extent permitted by law, CONTRACTOR shall indemnify and hold harmless CITY, and each council member, officer, employee or agent thereof (CITY and any such person being herein called an "Indemnified Party"), for, from and against any and all losses, claims, damages, liabilities, costs and expenses (including, but not limited to, reasonable attorneys' fees, court costs and the costs of appellate proceedings) to which any such Indemnified Party may become subject, under any theory of liability whatsoever ("Claims") to the extent that such Claims (or actions in respect thereof) are caused by the negligent acts, recklessness or intentional misconduct of the CONTRACTOR, its officers, employees, agents or any tier of subcontractor in connection with CONTRACTOR's work or services in the performance of this contract. The amount and type of insurance coverage requirements set forth below will in no way be construed as limiting the scope of the indemnity in this paragraph.

8. *Insurance.* The CONTRACTOR agrees to procure and maintain in force during the term of this contract, at its own cost, the following coverage, as may be requested by the CITY, either in the initial bid, or prior to commencement of particular tasks. The policies shall name the CITY and its agents and employees as **additional insured**, and contain a **waiver of subrogation** endorsement.
 - a. Worker's Compensation Insurance as required by the Title 23, Chapter 6, of the Arizona Revised Statutes.
 - b. Commercial General or Business Liability Insurance (Occurrence Form) with minimum combined single limits of ONE MILLION DOLLARS (\$1,000,000.00) each occurrence and TWO MILLION DOLLARS (\$2,000,000.00) general aggregate.
 - c. Automobile Liability Insurance with minimum combined single limits for bodily injury and property damage of not less than ONE MILLION DOLLARS (\$1,000,000.00) for any one occurrence, **if** CONTRACTOR'S owned or hired vehicles will be assigned to or used in performance of the services.
 - d. Professional Liability coverage with minimum limits of FIVE HUNDRED THOUSAND DOLLARS (\$500,000.00) each claim and ONE MILLION DOLLARS (\$1,000,000.00) general aggregate, **if** professional services are utilized by the CONTRACTOR for design and performance of the Project. If approved by CITY, evidence of qualified self-insured status may be substituted for one or more of the foregoing insurance coverages. In the event the policy is written on a "**claims made**" basis, the CONTRACTOR warrants that any **retroactive date** shall precede any work on the Project.

9. *Non-Assignability.* Neither this contract, nor any of the rights or obligations of the parties hereto, shall be assigned by either party without the written consent of the other.

10. *Termination.* This contract shall terminate at such time as the work in the scope of work is completed or upon CITY providing CONTRACTOR with seven (7) days advance written notice, whichever occurs first. In the event the contract is terminated by CITY's issuance of said written notice of intent to terminate, CITY shall pay CONTRACTOR for all work previously authorized, performed and accepted prior to the date of termination. If, however, CONTRACTOR has substantially or materially breached the standards and terms of this contract, CITY shall have any remedy or right of set-off available at law and equity. CITY shall owe no other payments, including any payment for lost profit or business opportunity, and no penalty, to CONTRACTOR in the event of termination upon notice.
11. *Venue.* The laws of the State of Arizona shall govern this contract, and any legal action concerning the provisions hereof shall be brought in the County of Coconino, State of Arizona.
12. *Independent Contractor.* CONTRACTOR is an independent contractor. Notwithstanding any provision appearing in this contract, and any exhibits and/or addenda, all personnel assigned by CONTRACTOR to perform work under the terms of this contract shall be, and remain at all times, employees or agents of CONTRACTOR for all purposes. CONTRACTOR shall make no representation that it is the employee of CITY for any purpose.
13. *Performance Standards.* CONTRACTOR shall perform the services in **Exhibit A** in a good and workmanlike manner and in conformity with the best standards of its industry. The CITY in its sole discretion may cancel this agreement if the CONTRACTOR fails to meet the specifications for the materials and timely complete assigned tasks.
14. *Entire Agreement.* This contract, together with the attached exhibits," is the entire agreement between CONTRACTOR and CITY, superseding all prior oral or written communications. None of the provisions of this contract may be amended, modified or changed except by written amendment executed by both parties.
15. *Non-Discrimination.* Contractor, its agents, employees, and subcontractors, shall not discriminate in any employment policy or practice. "Discrimination" means to exclude individuals from an opportunity or participation in any activity or to accord different or unequal treatment in the context of a similar situation to similarly situated individuals because of race, color, gender, gender identity, sexual orientation, religion, national origin or ancestry, marital status, familial status, age, disability, or veteran status. (Ordinance 2015-10 (2015)).
16. *Compliance with State and Federal Laws:*

CONTRACTOR understands and acknowledges the applicability to it of the Americans with Disabilities Act, the Immigration Reform and Control Act of 1986 and the Drug Free Workplace Act of 1989. SERVICE PROVIDER further affirms that it is not engaged in any boycott of Israel. (Exhibit C) The following is only applicable to construction contracts: CONTRACTOR must also comply with A.R.S. § 34-301, "Employment of Aliens on Public Works Prohibited," and A.R.S. § 34-302, as amended, "Residence Requirements for Employees."

- a. Under the provisions of A.R.S. § 41-4401, CONTRACTOR hereby warrants to CITY that CONTRACTOR and each of its subcontractors will comply with, and

are contractually obligated to comply with, all Federal Immigration laws and regulations that relate to their employees and A.R.S. § 23-214(A) (hereinafter "Contractor Immigration Warranty").

- b. A breach of the Contractor Immigration Warranty shall constitute a material breach of this contract and shall subject CONTRACTOR to penalties up to and including termination of this contract at the sole discretion of CITY.
 - c. CITY retains the legal right to inspect the papers of any contractor or subcontractor employee who works on this contract to ensure that the contractor or subcontractor is complying with the Contractor Immigration Warranty. CONTRACTOR agrees to assist CITY in regard to any such inspections.
 - d. CITY may, at its sole discretion, conduct random verification of the employment records of CONTRACTOR and any subcontractors to ensure compliance with Contractor's Immigration Warranty. CONTRACTOR agrees to assist CITY in regard to any random verification performed.
 - e. Neither CONTRACTOR nor any subcontractor shall be deemed to have materially breached the Contractor Immigration Warranty if CONTRACTOR or any subcontractor establishes that it has complied with the employment verification provisions prescribed by sections 274A and 274B of the Federal Immigration and Nationality Act and the E-Verify requirements prescribed by A.R.S. § 23-214, Subsection A.
 - f. The provisions of this article must be included in any contract that CONTRACTOR enters into with any and all of its subcontractors who provide services under this contract or any subcontract. "Services" are defined as furnishing labor, time or effort in the State of Arizona by a contractor or subcontractor. Services include construction or maintenance of any structure, building or transportation facility or improvement to real property.
17. *Dispute Resolution.* The parties shall follow the dispute resolution procedures of Chapter 3.10 of the Sedona City Code.
18. *Delays.* CONTRACTOR shall not be responsible for delays that are due to causes beyond CONTRACTOR'S reasonable control. In case of any such delay, any deadline established as part of the scope of work shall be extended accordingly as may be agreed by the CITY.
19. *Attorneys' Fees and Costs.* Should any legal action, including arbitration, be necessary to enforce any term of provision of this contract or to collect any portion of the amount payable hereunder, then all expenses of such legal action or collection, including witness fees, costs of the proceedings and attorneys' fees, shall be awarded to the substantially prevailing party.
20. *Conflict of Interest.* From the date of this contract through the termination of its service to Sedona, CONTRACTOR shall not accept, negotiate or enter into any contract or agreements for services with any other party that may create a substantial interest, or the appearance of a substantial interest in conflict with the timely performance of the work or ultimate outcome of this contract and/or adversely impact the quality of the work under this contract without the express approval of the City Manager and the City

Attorney. Whether such approval is granted shall be in the sole discretion of the City Manager and the City Attorney. The parties hereto acknowledge that this Contract is subject to cancellation pursuant to the provisions of ARS § 38-511.

21. *Notice.* Any notice or communication between CONTRACTOR and CITY that may be required, or that may be given, under the terms of this contract shall be in writing, and shall be deemed to have been sufficiently given when directly presented or sent pre-paid, first class United States Mail, addressed as follows:

CITY: City of Sedona
Attention: _____
102 Roadrunner Drive
Sedona, AZ 86336

CONTRACTOR: _____

22. *Offsets.* During the performance of this Agreement, CONTRACTOR may also be under contract with the CITY for performance of work on other projects. A breach in the performance of any of CONTRACTOR'S obligations under this Agreement shall constitute a breach of CONTRACTOR'S obligations under any other agreement with the CITY and the breach by CONTRACTOR under other agreement with the CITY shall also constitute a breach of CONTRACTOR'S obligations under this Agreement. The CITY may offset any amounts owed by CONTRACTOR under any such other agreement from any amounts owed to CONTRACTOR under this Agreement, or any delinquent wastewater fees or transaction privilege taxes owed to the City.
23. *Notice to Proceed.* Unless otherwise noted by CITY, acceptance of this contract is official notice to proceed with the work.
24. *Licensing.* CONTRACTOR shall maintain a valid license through the Arizona Registrar of Contractors for all types of work or services for the project as set forth in ARS 32-1122 and related provisions, and shall also obtain a business license for the City of Sedona.

CITY OF SEDONA, ARIZONA

[Contractor]

[Department head/designee if under
\$50,000 – City Manager otherwise]

By: _____
Title: _____

ATTEST:

I hereby affirm that I am authorized to enter
into and sign this contract on behalf of
CONTRACTOR

City Clerk

APPROVED AS TO LEGAL FORM:

City Attorney

EXHIBIT/S

Exhibit A

- X Quote Response Form Including Project Phases, Costs, and Payment Schedules

Exhibit B

- X Affidavit of Lawful Presence if required

Exhibit C

- X Participation in Boycott of Israel Document

Exhibit A
CLEANING AND CCTV INSPECTION OF SR89A SEWER LINES AND MANHOLES
GENERAL COMMENTS and SPECIFICATIONS

General Scope of Work. All work activities shall be performed in a workmanlike manner and be acceptable to the Contract Administrator. Work shall comply with all applicable Federal, State, and local laws and rules. The base work under this contract consists generally of cleaning public gravity sewer mains and, after cleaning, inspecting by color television camera the conditions of the sewer main. The work shall include documenting results of the inspection in digital video and hard copy formats. The documentation of results shall include rating the inspected defects and segment of pipe in accordance with National Association of Sewer Services Companies (NASSCO) most recent version of the Pipe Assessment Certification Program (PACP).

It is the intent of the project that the inspection documentation shall be such that they may be used as records showing the condition of sewer pipes and also as a basis for identifying locations where repair work may need to be performed. The quality and detail of the results provided shall be sufficient for these purposes, at minimum. Contractor will supply supervision, properly trained and certified worker, labor, materials, and equipment to accomplish the work as required. The City of Sedona reserves the right to request the removal of workers, materials, or equipment that is not suitable to producing the quality and quantity of work required by the contract. Any person employed by the Contractor or any Subcontractor who, in the opinion of the Director, does not perform his work in a proper and skillful manner or is intemperate or disorderly shall, at the written request of the Director, be removed from the work by the Contractor or Subcontractor employing such person, and shall not be employed again in any portion of the work without the approval of the Director.

Inspection of manholes is included as an additive scope of work. The work includes cleaning the manhole walls and base, and after cleaning inspecting by color television the walls and base. The work shall include documenting the results of the inspection in digital video and hard copy formats. The documentation of results shall include level 1 rating of the inspected manhole in accordance with National Association of Sewer Services Companies (NASSCO) most recent version of the Manhole Assessment Certification Program (MACP). Contractor will supply supervision, properly trained and certified worker, labor, materials, and equipment to accomplish the work as required. The City of Sedona reserves the right to request the removal of workers, materials, or equipment that is not suitable to producing the quality and quantity of work required by the contract. Any person employed by the Contractor or any Subcontractor who, in the opinion of the Director, does not perform his work in a proper and skillful manner or is intemperate or disorderly shall, at the written request of the Director, be removed from the work by the Contractor or Subcontractor employing such person, and shall not be employed again in any portion of the work without the approval of the Director.

During the course of the Contract, the Contractor may engage such additional Subcontractors as may be required for the timely completion of this Contract. The addition of any Subcontractors shall be subject to the approval of the City. In the event of subcontracting, the sole responsibility for fulfillment of all terms and conditions of this Contract rests with the Contractor.

Contract Period. The contract work shall be performed complete within 90 calendar days of Notice Proceed. The Director may issue the Notice to Proceed no sooner than 5 days after receiving a signed contract from the contractor. The Contractor shall sign and submit contract, insurance, and bonds within 14 calendar days of Notice of Award, unless Director grants an extension in writing.

Meetings. A pre-construction meeting shall be held prior to starting work in the field. The purpose of the pre-construction meeting shall be to review the project schedule, the personnel responsible for managing the contract and work, review of reporting requirements and forms, review of payments, and other matters

the City and Contract deem necessary or desirable to discuss.

Weekly meetings shall be held throughout the contract time unless the parties agree to dispense with a meeting. These meetings shall include review of the schedule for the next two weeks of work, presentation of the weekly report regarding the prior week's work, work and work issues that may have come to either parties attention.

The parties to this contract shall in good faith endeavor to have members of their project team in attendance that are necessary for the management of the day to day work relative to this project with the aim that work may proceed in an efficient manner in light of circumstances affecting the work.

Insurance. The following terms shall be in addition to the insurance terms contained in the contract. The Contractor, at Contractor's own expense, shall purchase and maintain the herein stipulated minimum insurance with companies duly licensed, possessing a current A.M. Best, Inc. Rating of B+6, as minimum and approved and licensed to do business in the State of Arizona with policies and forms satisfactory to the City. All required insurance herein shall be maintained in full force and effect until all work required to be performed under the terms of the Contract is satisfactorily completed and finally accepted - failure to do so may, at the sole direction of the City, constitute a material breach of this Contract. The Contractor's insurance shall be primary insurance, and any insurance or self-insurance maintained by the City shall not contribute to it. Any failure to Comply with the claim reporting provisions of the policies or any breach of an insurance policy warranty shall not affect coverage afforded under the policy to protect the City.

The policies, except Workers' Compensation, shall contain a waiver of transfer rights of recovery (subrogation) against the City, its agents, officers, officials and employees for any claims arising out of the Contractor's work or service.

The insurance policies may provide coverage, which contains deductibles or self-insured retentions. Such deductible and/or self-insured retentions shall not be applicable with respect to the coverage provided to the City under such policies. The Contractor shall be solely responsible for deductible and/or self-insured retention and the City, at its option, may require the Contractor to secure the payment of such deductible or self-insured retentions by a surety bond or an irrevocable and unconditional letter of credit.

The City reserves the right to request and to receive, within 10 working days, certified copies of any or all of the herein required insurance policies and/or endorsements. The City shall not be obligated; however, to review same or to advise Contractor of any deficiencies in such policies and endorsements, and such receipt shall not relieve Contractor from, or be deemed a waiver of, the City's right to insist on strict fulfillment of Contractor's obligations under this Contract. The insurance policies, except Workers' Compensation, required by this Contract shall name the City, its agents, officers, officials and employees as Additional insured's.

The making of progress payments to the Contractor shall not be construed as creating an insurable interest by or for the City or be construed as relieving the Contractor or his Subcontractors of responsibility for direct physical loss, damage or destruction occurring prior to final acceptance.

Any insured loss under the policies of insurance required by this Agreement shall be adjusted with the City and made payable to City for the insured, as their interests may appear, subject to the requirements of any applicable mortgage clause and of Paragraph K of this Article of these General Conditions. City shall deposit in a separate account any money so received and shall distribute it in accordance with such agreement as the parties in interest may reach. If no other special agreement is reached, the damaged work shall be repaired or replaced, the moneys so received shall be applied on account thereof, and the work and the cost thereof shall be covered by an appropriate Change Order. City shall have power to adjust and settle any loss with the insurers unless one of the parties in interest shall object in writing within fifteen (15) days after the occurrence of loss to City's exercise of this power. If such objection were made, City shall make settlement with the insurers in accordance with such agreement as the parties in interest may reach. If required in writing by any party in interest, City shall upon the occurrence of an insured loss, give bond for the proper performance of these duties

Required Insurance Coverage. The following terms shall be in addition to the insurance terms contained in the contract. The Contractor shall obtain for itself and provide the City with Certificates of Insurance indicating the scope and extent of coverage as set forth below. Required coverage's may be modified by an amendment to the Contract Documents. The Contractor shall provide evidence of coverage prior to proceeding with the work. Provision of evidence however shall not prohibit issuance of the notice to proceed.

1. GENERAL LIABILITY

Contractor shall maintain Commercial General Liability insurance . The coverage will be at least as broad as Insurance Service Office, Inc. Policy Form CG 000211093 or any replacement thereof. The coverage shall not exclude X, C, U.

Such policy shall contain a severability of interest provision, and shall not contain a sunset provision or commutation clause, or any provision, which would serve to limit third party action over claims.

The Commercial General Liability additional insured endorsement shall be at least as broad as the Insurance Service Office, Inc.'s, Additional Insured, Form B, CG20101185 or any replacement thereof, and shall include coverage for Contractor's operations and products and completed operations.

Coverage shall be on an occurrence basis with a limit not less than \$2,000,000 per occurrence, and the policy shall be issued by the same insurance company that issues the Contractor's Commercial General Liability Insurance.

2. AUTOMOBILE LIABILITY

Contractor shall maintain Commercial Business Automobile Liability insurance with respect to the Contractor's owned, hired, and non- owned vehicles assigned to or used in performance of the Contractor's work. Coverage will be at least as broad as coverage code 1, "any auto", (Insurance Service Office, Inc. Policy Form CA 00011293, or any replacements thereof). Such insurance shall include coverage for loading and off-loading hazards. If hazardous substances, materials or wastes are to be transported, MCS 90 endorsement shall be included and \$5,000,000 per accident limits for bodily injury and property damage shall apply.

3. WORKERS' COMPENSATION

The Contractor shall carry Workers' Compensation insurance to cover obligations imposed by federal and state statutes having jurisdiction of Contractor's employees engaged in the performance of the work; and, Employer's Liability insurance of not less than \$1,000,000 for each accident, \$1,000,000 disease for each employee, and \$1,000,000 disease policy limit.

In case any work is subcontracted, the Contractor will require the Subcontractor to provide Workers' Compensation and Employer's Liability to at least the same extent as required of the Contractor.

The Contractor shall furnish the City with a Certificate of Waiver of Subrogation under the terms of the Workmen's Compensation insurance. The Contractor shall defend, protect, and save harmless the City from and against all claims, suits, and actions arising from failure of the Contractor or the Subcontractor to maintain such insurance.

Work Locations. A staging area at the Wastewater Reclamation Plant will be provided to the Contractor. This staging area is for work equipment and a work trailer if necessary. It shall not be used for living quarters. The contractor shall provide its own potable water supply and toilet facilities.

The approximate locations of the sewer lines to be cleaned and inspected are shown on the maps attached as part of these specifications. The contractor shall be responsible to clean public gravity main lines. Pressure, force main, effluent return line, and private lines are not part of the work under this contract. The lineal footage of line indicated in the bid and on the drawings is for comparison of

responding bids. **The actual footages of the various sizes of lines shall be determined as part of the work.**

Schedule.

The contractor shall prepare a daily schedule encompassing two weeks showing the sequence, location and approximate time to complete the various phases of the work. The schedule shall be presented to the City at the beginning of each week the project is not finally complete. The tasks shall be detailed such that no task shall be longer than 5 working days in duration. The sewer cleaning schedule shall show approximately equal amounts of footage per week over the period of the contract unless specifically directed or approved otherwise by the Contract Administrator or his designee. Changes in the schedule shall be reported in writing to the Director.

Contractor will provide one week's written notice to property owners prior to entering on private property or easements to conduct a work activity. Each notice shall indicate the anticipated time that the property will need to be encroached upon. A notice is required each time a new activity is started on a property.

Contractor shall obtain required permits for the project. These include, but are not limited to permits from Arizona Department of Transportation and the City of Sedona Public Works Departments. Compliance activities relative to these permits shall be included in the schedule required above.

Traffic Control shall comply with 2015 MAG specifications Section 401 "Traffic Control" unless modified by City of Sedona regulations, these specifications, and issued permits for the work. Precedence shall be in the order of MAG specifications, City of Sedona Regulations, these specifications, issued permits. Issued permits have the highest precedence.

Work shall typically be limited to Monday thru Thursday 8:30 am to 4:30pm, except for City Holidays. These hours are considered the normal work hours. No work will be performed in residential areas prior to 8:00am unless emergency conditions exist that require immediate attention. Work outside of normal work hours must be approved in writing by the City at least three working days in advance of the work

Heavily traveled streets shall not have lanes blocked between 6:00am to 9:00am, and 2:00pm to 5:00pm.

Night work shall be limited to the hours of 7:00PM to 2 AM unless specifically approved otherwise. Night work may start Monday through Wednesday. Night work shall be considered work outside the normal work hours.

The City shall be reimbursed for overtime pay related to inspection or other involvement related to out of normal work hours work not required by this contract. The City, in its sole discretion, shall decide if it will direct its personnel to work overtime.

The contractor shall notify the City in writing when it believes the work to be complete. Completion of the work includes obtaining and complying with permits, cleaning pipes, proper disposal of debris, inspection of pipes, submission of fully completed reports, drawings, videos, and data, all required by the contract documents. The City shall provide a written confirmation to the contractor when the City finds that the work is complete. If the City finds the work is not complete it shall identify within 8 calendar days what deficiencies it has noted. Upon correction of the deficiencies the Contractor shall submit a new written notification of completion to the City. If during implementation of the project, the Contractor determines that the estimated footage of lines to be cleaned will exceed the estimated footage by more than 10%, the Contractor may request an extension of the time period. Any request for an extension must be submitted in writing to the City.

Notice of Extended Payment Provision This contract allows the owner to make payment within 20 days after certification and approval of billings and estimates for progress payments,

within 20 days after certification and approval of billings and estimates for release of retention and within 20 days after certification and approval of billings and estimates for final payment.

Liquidated Damages. Contractor understands that if Completion is not attained within the contract time, City will suffer damages, which are difficult to determine and accurately specify. Contractor agrees that if contract completion is not attained by the completion date Contractor shall pay City \$150 per calendar day.

Safety. Work shall be conducted with regard for the safety of the public, workers, and any others that may be in or near the work area. The condition of the work area and equipment shall be maintained with regard for the public, workers, and any others that could be impacted by the work or equipment. These requirements shall apply during all hours of the day or night.

All pertinent OSHA regulations and local traffic control laws will be followed. The contractor shall provide the City with a copy of its confined space plan and provide a letter on company letter head from the company safety officer stating that it meets applicable laws and regulations relevant to this work, and that the company shall adhere to it and any relevant updates to it.

The Contractor will be responsible for providing traffic control and obtaining City of Sedona Public Works Department and Arizona Department of Transportation approvals. In addition to providing documents to obtain permits and approvals from others the City of Sedona Wastewater Department shall be provided with a traffic control plan showing control measures on a street-by-street basis prior to starting cleaning and TV inspecting of sewer lines. The plan shall be submitted to the Wastewater Department at least five working days prior to the need for the traffic control.

Every attempt must be made by the Contractor to replace all manhole and cleanout lids securely after performing maintenance to ensure pedestrian and traffic safety including the removal of all debris prior to re-setting the manhole cover. Any manhole lids with traffic striping shall be re-aligned to the original placement. The Contractor will provide immediate verbal notification to the City followed by written notice of any defective manhole lids or rings that Contractor encounters that may present a hazard to the public safety. This shall be included in the written report.

The Contractor shall be provide contact phone and cell phone numbers for two emergency contact persons. These persons shall be continually familiar with the project status. At least one of these people shall be available for all non-work hours during the contract period.

Spills and Overflows. The contractor shall provide a Spill/Overflow Management Plan for City review as part of this contract, and prior to the start of work if site conditions warrant. Care shall be taken at all times to avoid spills and overflows of sewerage. If a spill or overflow shall occur the Contractor shall immediately notify the City regardless of the size of the spill or overflow. The City's spill response steps shall be followed in the appropriate order. A containment area for the spill or overflow shall first be established. Procedures shall be implemented to minimize the public coming into contact with sewerage. Sewerage shall not be washed into the storm drainage system as a means of disposal. Any sewerage that enters the storm drainage system (roadside ditch, pipe, lined channel, washes, or other stormwater conveyance) shall be trapped and removed from the drainage system. Removed sewerage shall be properly disposed of. Areas affected by sewerage shall be appropriately decontaminated. The contractor shall be responsible for City costs associated with verifying appropriate decontamination. City will conduct and manage sampling and testing for determination of decontamination. Although the contractor shall be responsible to manage any size spill it may cause, the contractor shall have immediately available material to respond to at least 500 gallons of sewerage spill or overflow.

SEWER LINE AND LIFT STATION CLEANING

General. The contractor shall clean gravity sewer lines as part of this contract. Cleaning operations shall typically start at the highest point in each quarter section and working down to the lowest point, thus collecting and removing all debris that is generated. The Contractor shall be responsible for using the proper equipment necessary to perform the work without damage to City facilities or private property or Contractor equipment. This shall include the use of mandrels to determine the ability of equipment to pass through pipes. Care shall be taken to not adversely impact laterals, homes, or facilities connected to the laterals. The Contractor shall be save the City harmless from damage caused by negligent Contractor operations. Debris resulting from cleaning shall be trapped and removed from the sewer system at no greater than 1000-foot intervals and immediately upstream of pump stations. This shall be done prior to CCTV inspecting lines to prepare the inspection reports required by these specifications.

The intent of sewer line cleaning is to remove foreign materials and grease from the lines and restore the sewer to a minimum of 95% of the original carrying capacity. The lineal foot bid price for sewer cleaning is the full price to restore/achieve a minimum of 95% of the line's carrying capacity. If any line or section of line cannot be restored to 95% of the original capacity, the contractor shall report to the City the location and the reason the cleaning cannot be accomplished. The City reserves the right to reduce the unit price payment for cleaning that does not restore 95% of the original carrying capacity if it is determined that the failure is due to contractor's equipment or procedures.

It is recognized that there are some conditions, such as broken pipe and major blockages that prevent cleaning from being accomplished or where additional damage would result if cleaning were attempted or continued. Should such conditions or the indication of such conditions be encountered, the Contractor shall contact the Director prior to proceeding. Upon request the Contractor shall provide the Director with the location of the conditions, a written description of the condition, and a record of the TV video of the condition. The Director will decide whether the Contractor should proceed with the cleaning and/or inspection. If the Director directs to proceed, then the City of Sedona shall be responsible for damage to the pipe, resultant spills, point repairs of the pipe, and/or clearing the line. If in the course of proper cleaning operations, unforeseeable damage to the pipe does result, the Contractor will not be held responsible. However, the Contractor shall provide evidence that it was unforeseeable.

If the contractor believes he will be unable to clean or TV inspect any section of pipe for any reason, he must notify the City's representative immediately or the Contractor will be responsible for the consequences of proceeding.

The intent of wet well cleaning is to prevent the build-up of excessive debris in the wet wells of pump stations downstream of lines being cleaned. Contractor shall vacuum clean wet wells prior to starting the cleaning of lines up stream. Contractor shall vacuum clean wetwells after cleaning of lines upstream is complete. This sequence of wetwell cleaning shall not relieve Contractor of the responsibility to trap and remove debris from line cleaning as specified above.

Reports. The City may request changes in the Contractor's example report documents submitted with the bid. The Contractor shall make the requested changes so long as the changes provide information required by these specifications or improve in the City's sole opinion the presentation of such information.

Contractor will furnish the City with the daily work report of his operations on a weekly basis. Reports will include a summary of the linear feet of lines cleaned and video inspected with a breakdown of standard cleaning, root removal and work in easements. It will identify the map quarter section the work was conducted in and the number and location of any manholes. The report will identify any deviance from the work schedule. The weekly report shall also include a preliminary report of observed deficiencies within the lines reported in the prior weekly report. The report of deficiencies shall identify the location, type, and severity of the observed deficiencies.

Damaged Pipe Management. Contractor will at all times carry inflatable plugs of the following sizes: four (4) inches, six (6) inches, and eight (8) inches, and have the equipment required to install them. Contractor must have TV camera equipment available to video sewer lines in case blockages, excessive mud, or other indications of problems are encountered while cleaning the pipe. The results of the video must be captured in a motion picture format and on the reporting form.

High-Velocity Jet (hydro-cleaning) Equipment. The equipment shall have a minimum 500 feet of ¾" hose. The equipment shall have a minimum of 1500 psi to be maintained when using hydro for cleaning. The equipment shall have an appropriate selection of nozzles for scouring, and removing grease and roots from sewer lines. The nozzles shall be capable of producing a scouring action from 15 degrees to 45 degrees in all size lines designated to be cleaned. Equipment shall also include a high velocity gun for washing and scouring manhole walls and floors. The equipment shall carry its own water tank, auxiliary engines, pumps, and hydraulically driven hose reel. All controls shall be located so that the equipment can be operated above ground.

Equipment Section. The sewer line between manholes and/or cleanouts and the manholes shall be cleaned using high velocity jet powered equipment. The equipment and methods selected shall be satisfactory to the City's representative. The equipment shall be capable of removing dirt, grease, rocks, sand, roots and other materials, including rock and mud backwashing from the sewer lines and manholes. If cleaning of an entire section cannot be successfully performed from one manhole, the equipment shall be reset on the other manhole and cleaning again attempted. If again, successful cleaning cannot be performed or the equipment fails to traverse the entire segment of sewer between manholes, it will be assumed that a major blockage exists. A CCTV inspection will be required to determine the cause of the stoppage.

The City shall not be charged downtime, either by way of cost or request for extension of time to perform the work, as a result of lack of preventive maintenance for any and all equipment necessary to perform this contract. The Contractor at no cost to the City shall repair sewer lines, lift stations or other City infrastructures (and/or other property, public or private) that are damaged by the improper use of cleaning equipment. This includes dig-ups resulting from tools and/or cameras getting stuck in sewer lines where project administrator has not directed Contractor to proceed pursuant to "General" under this section.

Protection of sewer pipe, manholes, and cleanouts. During all sewer-cleaning operations, satisfactory precautions shall be taken to protect the sewer lines, cleanouts, and manholes from damage that might be inflicted by the improper use of cleaning equipment. Equipment recommended by the manufacturer for use with the type of sewer facility material encountered shall be used. It will be the responsibility of the contractor to identify pipe type and material, typically City sewer consists of PVC, but ABS, ductile iron and other pipe material may be encountered. The equipment used must be appropriate to the pipe size and type and shall be used with care to avoid damage to the pipe wall. Whenever any tools that restrict the flow of water in the sewer lines are used precautions shall be taken to ensure that the water pressure created does not cause any damage or flooding to public or private property being served by the facility being cleaned. Settling of the ground or street above the area being cleaned shall be sufficient reason to stop the cleaning and investigate by TV inspection the condition of the pipe.

Root, Grease, and debris Removal. Roots, grease and debris shall be removed as necessary to adequately inspect the pipe walls.

Debris Capture and Removal. All sludge, dirt, sand, rocks, grease, and other solid or semi-solid 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 that could cause line stoppages, accumulations of sand in wet wells, or damage pumping equipment shall not be permitted. If debris has passed through downstream manholes into a wet well, then Contractor will be required to remove debris from the affected wet well. All wet wells will be cleaned upon completion of sewer cleaning of lines above the wet well.

Disposal of Debris and Fluids. The City will provide a location for the disposal of all solid debris

removed from the sewer as a result of the cleaning operation. Drying beds at the Wastewater Reclamation Plant will be provided for the Contractor. All debris collected from the sewer lines and wet wells will be properly disposed of at the Wastewater Reclamation Plant under the direction of the Chief Plant Operator in the facility drying beds. Drying beds at the wastewater treatment plant will be available for disposal of solid debris, and liquid waste will be drained and disposed of in the facility headworks between the hours of 8:00am and 3:00pm. The Contractor will be responsible for any damage to the wastewater facilities as a result of the disposal of waste materials from the cleaning of City sewer lines.

Fluids may be disposed of into a manhole designated by the City or at the plant. The contractor shall gain prior approval from the Chief Collections Systems Operator in order to use a manhole to dispose of fluids. This may be accomplished at the time the contractor submits a schedule for the work, provided that the disposal locations are identified in the schedule. Regarding any or all manholes the City reserves the right to impose conditions upon use of the requested manholes for disposal or to deny use in its sole discretion.

Water Source. Contractor will be responsible for obtaining water from local supplier(s).

DATA REVIEW and REPORTING for Sewer Line and Lift Station Cleaning

Contractor shall deliver daily cleaning logs identifying the method of cleaning, type of debris extracted and the hours performed. Logs shall include crew members.

Disposal tickets or indication of disposal location (if disposal haul is performed by a separate company).

Map of pipelines cleaned with notations summarizing method and conditions.

Qualifications for Sewer Line Cleaning

Contractor shall have a minimum of 5 years' experience and 500,000 feet pipeline cleaning experience within the same diameter range as provided on the applicable project.

Contractor's cleaning crews shall be confined space entry certified and trained in applicable safety regulations and in First Aid. Workers performing traffic control shall be trained and certified for performing such control.

CCTV INSPECTION

General

Television inspection of sewer lines shall be conducted using a Digital Panoramic 360 degree pipeline scan. The intent of the inspection is to provide an internal visual inspection of sewer lines and a permanent written record made of the findings. The written record shall note various items including but not limited to pipe type, pipe diameter, length of segments, structural deficiencies, joint conditions, root intrusions, infiltration; and service lateral connections location, condition and type.

Equipment and CCTV Picture Quality. Digital 360 pipeline inspection is a means of scanning a pipeline in a continuous, non-stop run between start and end points. The scanner shall utilize two (2) high definition cameras with a minimum of 185-degree field of view for each camera with one camera located at the forward position of the scanner and one camera at the aft position of the scanner. Digital 360 scanning system are designed to travel at a rate of 70 feet per minute.

The raw data collected within the scan may be coded by either the contractor, the facility owner (customer), or by a third party consultant provided the coding shall be performed by a NASSCO certified technician.

The data collection system and software reader shall be capable of scanning in three (3) dimensional objects and producing three dimensional images. Scanning systems and software that convert captured images/graphics to a two-dimensional plate and then graphically re-wrap into a tubular form to provide a three-dimensional impression shall not be allowed.

Images and software shall be capable of capturing all features including hairline cracks and producing accurate locations of defects and features as specified by the owner.

Inspection equipment shall be 100% digital and utilize a fiber optic cable for transmission of binary data. The inspection camera system must have two independently or simultaneously controlled digital cameras, one facing in the forward direction and one facing in the rear direction. Each camera must have a minimum of 185 degree field of view.

The inspection camera system must illuminate the interior of the pipeline using either xenon strobe light or strobing LED lights. The light shall be positioned 360 degrees around the camera lens to distribute the light evenly onto the pipe walls. The lighting must be able to illuminate pipeline from 6" to 24" in diameter without the need of any auxiliary lighting. Any systems not using strobe light technology will be deemed unacceptable due to motion blur during imaging recording.

The inspection system shall produce individual images or frames with no more than 0.001 inches of

tractor movement during image or frame exposure to produce crisp, clear images.

The inspection camera system must provide a minimum of 3000 line of vertical resolution in the side view and a minimum of 500 lines in the perspective view.

Inspection speeds must be no more than 70 feet per minute and no less than 35 feet per minute to ensure maximum production per day with each inspection system and to minimize the time at each location to reduce the chance of backups from plugging, maintain traffic flow, and reduce safety concerns of contractor's employees.

The inspection robot shall have a remotely controlled camera elevating device to center the camera in pipeline from 8" to 24" in diameter.

The inspection system must be able to collect all necessary data in either the forward or reverse tractor direction. Systems collecting data only in a single direction will be deemed unacceptable.

Pipeline inspection shall be conducted in accordance with owner's safety procedures and manufacturer's recommendations. Inspection shall be conducted by personnel certified by NASSCO for pipeline inspection and OSHA certified for confined space entry.

CCTV Inspection Procedures. After cleaning, the pipe line segments ending with either a manhole or cleanout at either end shall be visually inspected by means of a closed-circuit television. Prior to inserting a camera, the contractor shall be responsible to verify the ability of the camera to pass through the pipe. If the contractor's verification process determines that the camera may not pass through the pipe, then the contractor may request permission not to CCTV the segment of line, however, the segment shall be reported as having the defect identified through the verification process. If the City insists that the segment be videoed in spite of verification process, then the City shall be responsible for the reasonable cost incurred by the contractor to recover the camera if required. If the contractor passes the camera through the pipe without an approved verification process then the contractor shall be responsible for recovery of the camera, overflows, and other damage related to the camera not being able to pass through the pipe, in a segment of pipe, a mandrel of a size larger than the camera diameter may be used to determine the ability of equipment to pass through pipes. The inspection will be done in clean segments not exceeding 1000 feet. The Contractor will suitably control the flow in the segment to be inspected. The camera shall be moved through the line in either direction at a moderate rate, stopping when necessary to permit proper documentation of the sewer's condition. Manual winches, power winches, TV cable, powered rewinds, or other devices that do not obstruct the camera view or interfere with proper documentation of the sewer conditions shall be used to move the camera through the sewer line. When non-remote controlled winches are used to pull the television through the line, suitable means of communication shall be set up between the two manholes of the section being inspected to insure good communication between members of the crew. If, during the inspection operation, the television camera will not pass through the entire manhole section, the Contractor shall set up his equipment so that the inspection can be performed from the opposite manhole. If again, the camera fails to pass through the entire manhole section, the inspection shall be considered complete and no additional inspection work will be required until repairs are made.

In the event that the TV camera encounters broken pipe and there is a possibility that continuation of the inspection could cause the TV camera to become stuck or result in additional pipe damage or collapse, either the Contractor with the approval of the City, or the City upon its sole discretion may elect to discontinue the inspection or attempt to insert the camera from another direction in order to complete the inspection.

The Contractor shall be fully responsible for the impact of the camera and associated equipment becoming lodged in the pipe should the above procedure, including use of a mandrel not be followed. The aforementioned responsibility includes costs to remove the camera and associated equipment from the pipe.

DATA REVIEW and REPORTING for CCTV Inspections

Unless otherwise stated, the contractor is responsible for reviewing collected data, coding observations, and completing a full PACP evaluation of each inspected pipeline. The owner must have the ability to view the digital film file in the way that the contractor can view them, including full control of the virtual pan and tilt. The owner may designate a certified operator or consultant to provide the full PACP evaluation, however in that event, the Contractor still shall have the capability of performing the full evaluation has specified herein.

The contractor shall use identification labels provided on City maps for manholes and cleanouts encountered during the work. They shall also be used in the reports regarding work accomplished. The identification label shall be used on work forms and on the video. The format of the identification is the map page number and letter followed by the number 2xxx for manholes and number 3xxx for cleanouts. If a number is available for a manhole or cleanout encountered the Contractor shall request a number from the Chief Collections Systems Operator.

The digital film files must include an unfolded view of the pipeline with a minimum of 3000 lines of vertical resolution.

The digital film files must include an unfolded view overview of the entire pipeline to view entire pipe segment at one time.

The digital file files must include a distortion-free virtual pan and tilt allowing the review and the Owner to view 100% of the pipe wall from any perspective. The virtual pan and tilt must be able to view 360 degrees in any direction while maintaining an always-upright image. The virtual pan and tilt must consist of views from the front and rear camera, any virtual pan and tilts that artificially create this view from a single camera will be deemed unacceptable due to distorted images on the direct side viewing and inability to view into laterals and other observations.

The virtual pan and tilt and forward / reverse direction of the images must be able to be controlled from a computer mouse.

The virtual pan and tilt and unfolded views must be able to be viewable by the Owner without the need of purchasing addition software. Film files must be able to be integrated into Owner's other databases.

The Contractor must use digital panoramic compatible software with PACP templates for feature and defect coding. The panoramic module must also be used to ensure that film files are properly reviewed with the highest accuracy possible. The contractor must review the files using PACP certified personnel.

The contractor must supply the Owner with, a removable hard drive, or other pre-approved media supporting panoramic film files and displaying the panoramic module. The Owner must have access and the ability to control the unfolded view, the front or rear view of the cameras, an overview of the entire pipeline, and the distortion free virtual pan and tilt. The line segments shown on the drive shall be digitally indexed so that Owner shall have the ability to access various manhole to manhole segments through the index.

Qualifications for CCTV Inspections to be presented with bid . Failure to provide the information may result in the bid being declared non-responsive.

- Contractor shall demonstrate a minimum of 250-miles experience within the last 10 years in

pipeline inspection utilizing the system described herein and in full accordance with all specifications herein.

- The Contractor's project manager shall have a minimum three years experience in pipeline inspection utilizing the system described herein and in full accordance with all specifications herein.
- Provide Project list showing the accumulation of a minimum of 250-miles of pipeline inspection utilizing the system described herein in full accordance with all specifications herein.
- Minimum of three (3) references in which the contractor has performed inspection services with the system described herein in full accordance with all specifications herein.
- Provide an example deliverable in full accordance with all specifications herein performed by the contractor on a previous project

Additive Bid for Manhole Inspection

If awarded this work shall be considered as an addition to the work of CCTV inspection of sewer lines. All requirements for the conduct of the base work shall apply to this work unless specifically stated otherwise hereafter.

Manhole Cleaning - Manholes shall be cleaned prior to inspection. The cleaning shall include the sides of the manholes and the manhole invert. The manhole cleaning shall be accomplished using a high pressure cleaning equipment as specified in **High-Velocity Jet (hydro-cleaning) Equipment** above. Debris removed shall be from manhole walls and base shall be captured, removed, and disposed in the same manner as debris from pipe cleaning.

Reports and Inspections - Reports for manhole cleaning shall be provided in a similar format as pipe inspection reports. Manhole rating shall be performed using National Association of Sewer Services Companies (NASSCO) most recent version of the Manhole Assessment Certification Program (MACP) level 1 criteria. Ratings shall be included in the reports provided.

CCTV Manhole inspection - The quality of video for manhole inspection shall be the same as that for pipes. The video shall show the manhole circumference and depth throughout the height of the pipe. It shall also show the manhole base.

Experience - The following information shall be provided with the bid documents. Failure to provide the information may result in the bid being declared non-responsive.

- Demonstrate that the Project Manager has two years' experience with manhole inspection and current MACP certification .
- Contractor shall have four years' experience performing manhole inspection and making reports.
- Contractor shall provide an example of deliverable in full accordance with the specifications for manhole inspection herein performed by contractor on a previous project.
- Contractor shall have inspected at least 300 manholes within the last five years using MACP criteria.

Bid Items

This bid Item sheet will be replaced with received bid form of awarded proposer.

Bid Item DESCRIPTION	Bid item and Quantity	Unit and Unit Price	NOT TO EXCEED TOTAL PRICE (Bid prices submitted shall be held for forty-five days and are considered to have included all local, state and federal taxes)
1. Mobilization/Demobilization	#1 1	LS	
2. Clean gravity sewer line - 6-inch	#2 291	LF	
3. Clean gravity sewer line - 8-inch	#3 11671	LF	
4. Clean gravity sewer line – 12-inch	#4 356	LF	
5. Clean gravity sewer line – 18-inch	#5 1193	LF	
6. CCTV gravity sewer line - 6-inch	#6 291	LF	
7. CCTV gravity sewer line - 8-inch	#7 11671	LF	
8. CCTV gravity sewer line - 12-inch	#8 356		

9. CCTV gravity sewer line - 18-inch	#9 1193		
10. Sewer line inspection Reports	#6 13.5	Each	
11. Sewer line videos	#7 13.5	Each	
12. Traffic Control	#8 1	LS	
Base Items Total			
<u>Additive Items</u>			
A. Clean sewer manholes to 10-foot depth	A 58	Each	
B. CCTV sewer manholes to 10-foot depth	B 58	Each	
C. Sewer manhole inspection Reports	C 58	Each	
D. Sewer manhole videos	D 58	Each	
E. Traffic Control	E 1	LS	
	Additive Items Total		\$ _____
	Note: Prices will be paid to the nearest foot or the nearest half ton +or -.		

Bid Item Descriptions

Mobilization/Demobilization

Mobilization/Demobilization shall be defined and paid as per 2015 MAG section 109.10 Payment for Mobilization/Demobilization.

Clean gravity sewer – x-inch

Clean sewer main as specified of the nominal x-inch diameter stated, including but not limited to the collection and disposal of debris, flow management, cutting and removal of roots, acquisition and payment for water, environmental measures necessary prevent stormwater contamination, meetings, and compliance with OSHA requirements. The compensation shall be for a complete work including but not limited to all labor, equipment, permits, taxes, and insurance and no additional compensation shall be provided therefor. Measurement is per surface of ground lineal feet measured from center of manhole or cleanout to center of manhole of cleanout bounding a line segment.

CCTV gravity sewer line – x-inch

Using closed circuit television (CCTV) camera as specified inspect sewer lines of the nominal x-inch diameter stated, including but not limited to recording video and taking pictures, testing to assure that the camera can pass through the line, assuring that equipment is operating, placing digital video and pictures on media and in formats which the City of Sedona has hardware and software to directly read and view, retrieving Contractor equipment from lines, meetings, and providing certified personnel. The compensation shall be for a complete work including but not limited to all labor, equipment, permits, taxes, and insurance and no additional compensation shall be provided therefor. Measurement is per surface of ground lineal feet measured from center of manhole or cleanout to center of manhole of cleanout bounding a line segment.

Sewer line inspection Reports

Provide reports in legible hard copy and digital formats using Word version 10 and PDF format compatible with equipment and software currently used by the City of Sedona Wastewater Department. The information provided in the reports shall be in accordance with the requirements specified in the contract documents, including but not limited to content, format, and frequency. Payment shall be made per each thousand feet of main line reported upon. The compensation shall be for a complete work including but not limited to all labor, equipment, permits, taxes, insurance, certified personnel, and no additional compensation shall be provided therefor. Measurement is per surface of ground lineal feet measured from center of manhole or cleanout to center of manhole of cleanout bounding a line segment.

Sewer line videos

Provide digital video of CCTV inspection in the format specified and on media compatible with City of Sedona Wastewater hardware. Payment shall be per each thousand feet of line presented in final form. The compensation shall be for a complete work including but not limited to all labor, equipment, permits, taxes, and insurance and no additional compensation shall be provided therefor.

Traffic Control

Provide traffic control as required by Arizona Department of Transportation and the City of Sedona, and these specifications including but not limited to obtaining permits, using properly certified flagmen and other traffic control personnel, placing, monitoring, and maintaining traffic control devices, and preparing, monitoring and updating traffic control plans. The compensation shall be for a complete work including but not limited to all labor, equipment, permits, taxes, and insurance and no additional compensation shall be provided therefor.

Clean sewer manholes to 10-foot depth

Clean sewer manhole sides and inverts as specified prior to televising manholes, including but limited to debris capture and disposal, prevention of stormwater pollution, and compliance with OSHA regulations. The per each compensation shall apply to manholes 10 –feet or less in depth measured from the top of the rim to the top of the manhole base. Compensation for manholes deeper than 10.5 feet shall be subject to compensation through change order for the additional depth, however the compensation for additional footage shall not exceed 7.5% of the original per each unit price provided the depth is less than 15 feet. The compensation shall be for a complete work including but not limited to all labor, equipment, permits, taxes, and insurance and no additional compensation shall be provided therefor.

CCTV sewer manholes to 10-foot depth

CCTV sewer manholes and bases as specified. The per each compensation shall apply to manholes 10 –feet or less in depth measured from the top of the rim to the top of the manhole base. Compensation for manholes deeper than 10.5 feet shall be subject to compensation through change order for the additional depth, however the compensation for additional footage shall not exceed 3% of the original per each unit price provided the depth is less than 15 feet. The compensation shall be for a complete work including but not limited to all labor, equipment, permits, taxes, and insurance and no additional compensation shall be provided therefor.

Sewer manhole inspection Reports

Provide reports in legible hard copy and digital formats as specified and on media compatible with City of Sedona Wastewater hardware. Payment per set of finally complete reports (hard copy and digital) provided for each manhole. The compensation shall be for a complete work including but not limited to all labor, equipment, permits, taxes, and insurance and no additional compensation shall be provided therefor.

Sewer manhole videos

Provide digital video of CCTV inspection in the format specified and on media compatible with City of Sedona Wastewater hardware. Payment shall be per each manhole video presented in final form. The compensation shall be for a complete work including but not limited to all labor, equipment, permits, taxes, and insurance and no additional compensation shall be provided therefor.

Exhibit A
Attachments

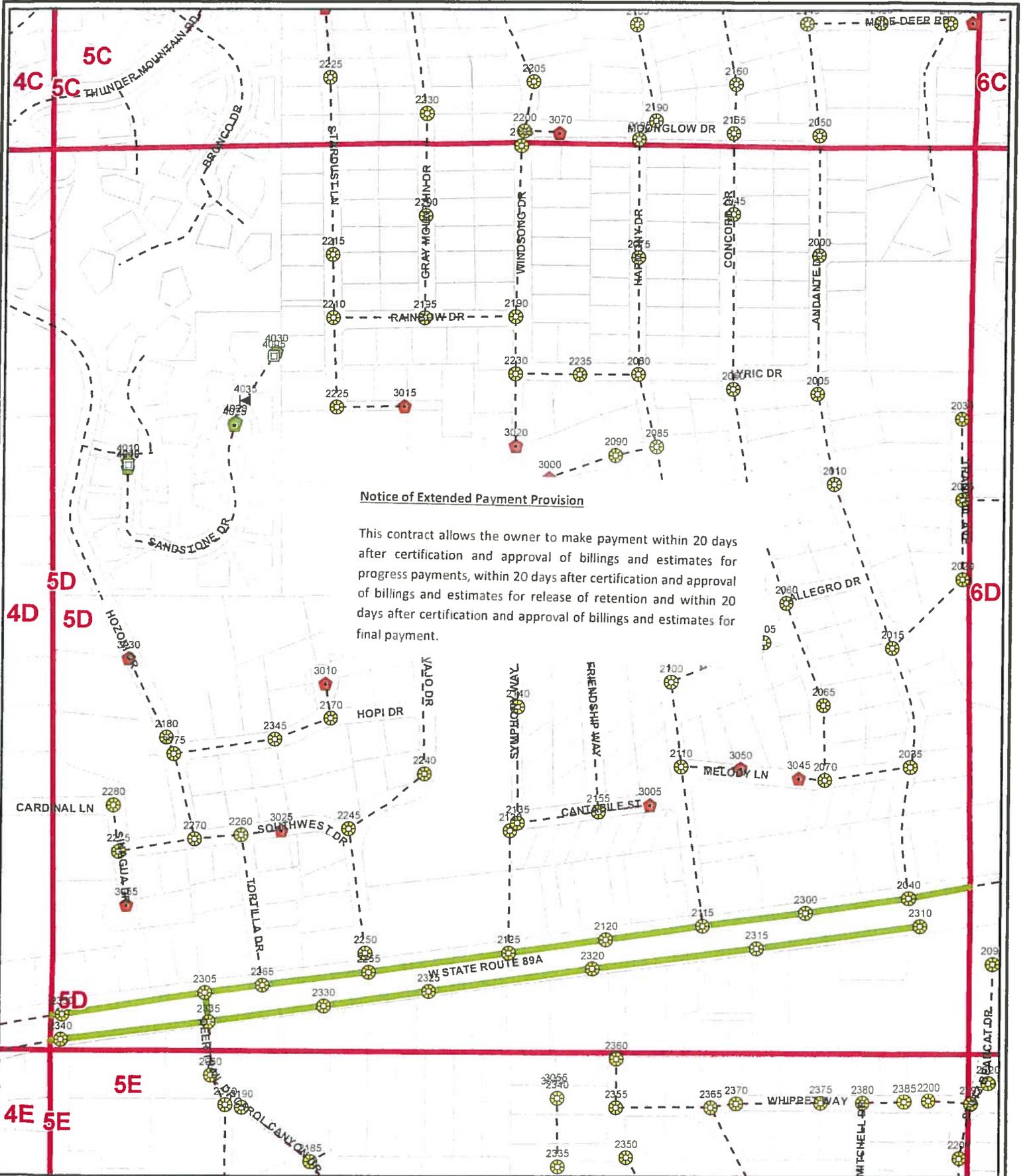
A. Maps showing lines and Manholes to be televised

Maps 4E, 5D,6D,7D, 8D are attached. The lines and manholes that are part of this work lie along W State Route 89A. Sewer mainlines are hi-lited in green, light blue, dark blue, and purple based on nominal line size. The manholes are yellow and associated with hi-lited mainlines.

B. Sample graphic report

This report is provided as a sample only. The reports submitted shall contain all information requested in the scope of work and shall be at least as legible as the sample.

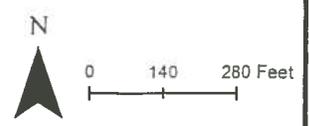
Exhibit A
Attachment A
(5 pages)



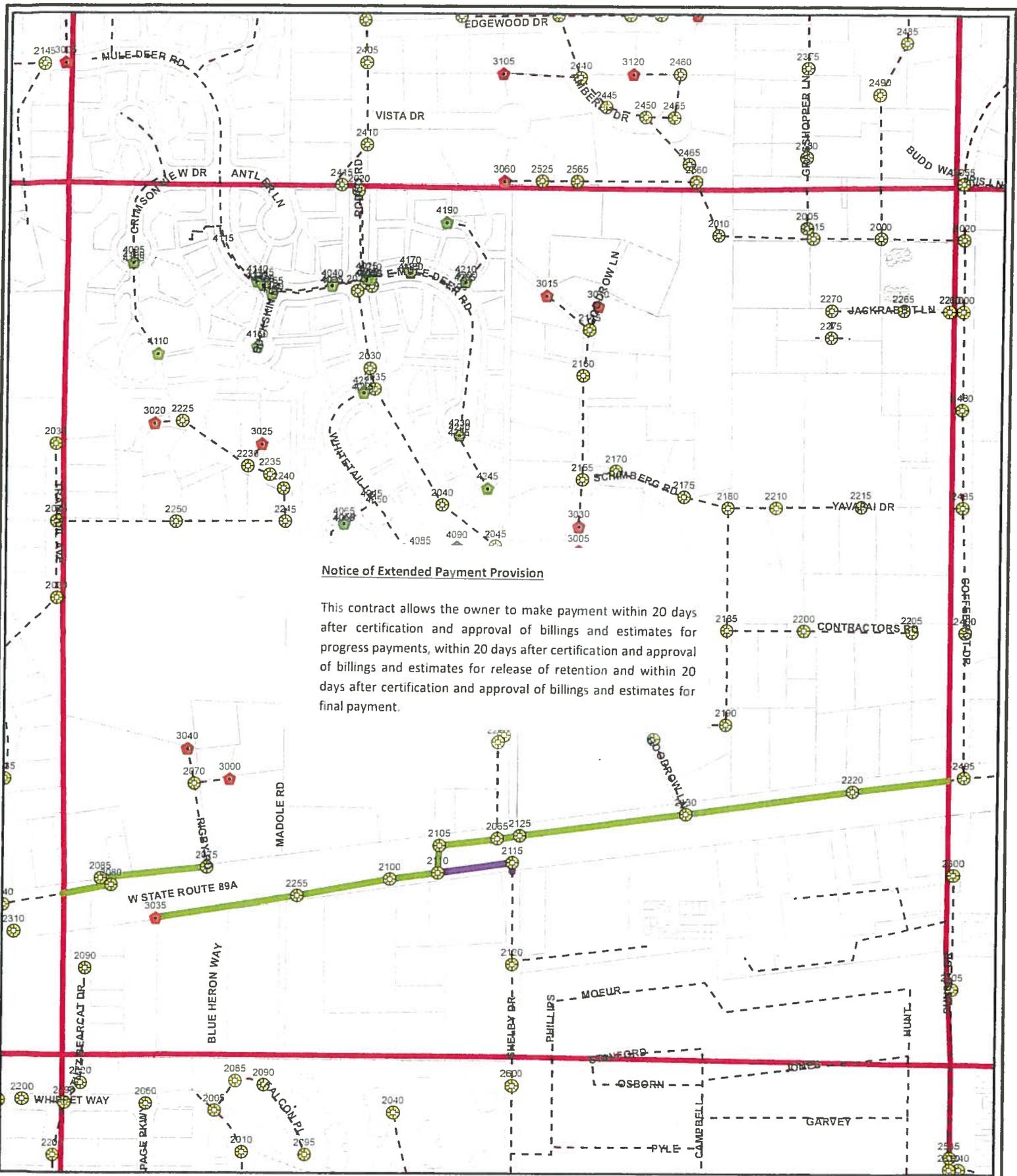
GRAVITY LINE = GRID 5D

- 8in Gravity = ~5,357ft
- Manholes = 16

- Manhole
- Clean Out
- Flushing Station
- Air Relief Valve
- Air Relief Valve - Odor Filter
- Inline Reducer
- Sewerline
- Quarter Sections
- Parcel Boundary



This map is designed to provide as-is information only. The data is not accurate to engineering or surveying standards. The City of Sedona is not liable or responsible for loss or damages arising from the data contained on this map. GIS City of Sedona 12/09/2016 g:\proj\enr\sewer\insp\cleaning\2016



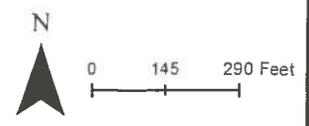
Notice of Extended Payment Provision

This contract allows the owner to make payment within 20 days after certification and approval of billings and estimates for progress payments, within 20 days after certification and approval of billings and estimates for release of retention and within 20 days after certification and approval of billings and estimates for final payment.

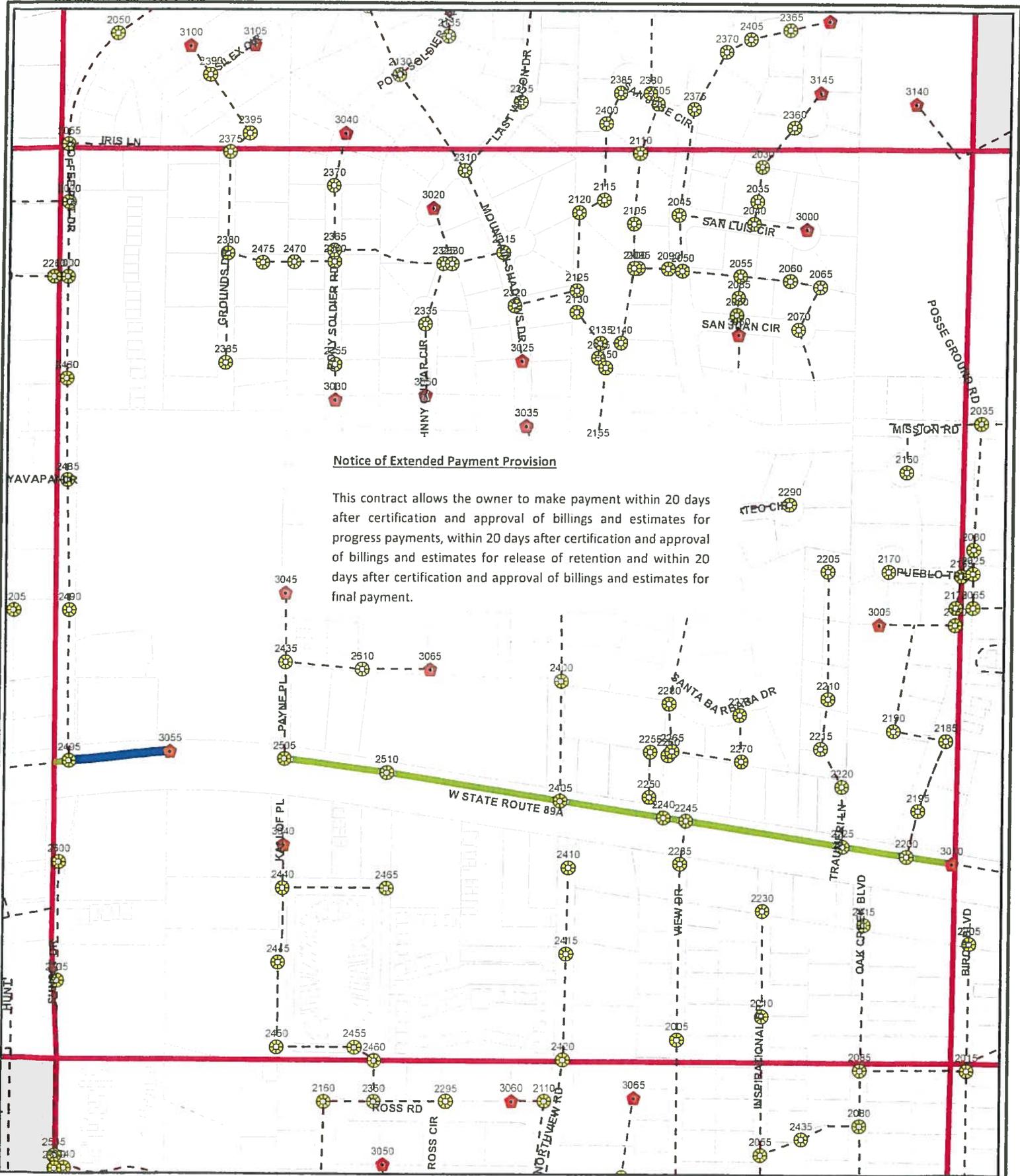
GRAVITY LINE = GRID 6D

-  8in Gravity = ~2,968ft
-  12in Gravity = ~251ft

-  Manhole = 12
-  Clean Outs = 1
-  Flushing Station
-  Air Relief Valve
-  Air Relief Valve - Odor Filter
-  Inline Reducer
-  Sewerline
-  Quarter Sections
-  Parcel Boundary



This map is designed to provide as-is information only. The data is not accurate to engineering or surveying standards. The City of Sedona is not liable or responsible for loss or damages arising from the data contained on this map.
GIS City of Sedona 11.07.2018
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Notice of Extended Payment Provision

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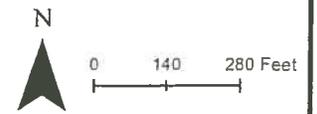
GRAVITY LINE = GRID 7D

- 6in Gravity = ~291ft
- 8in Gravity = ~3,631ft

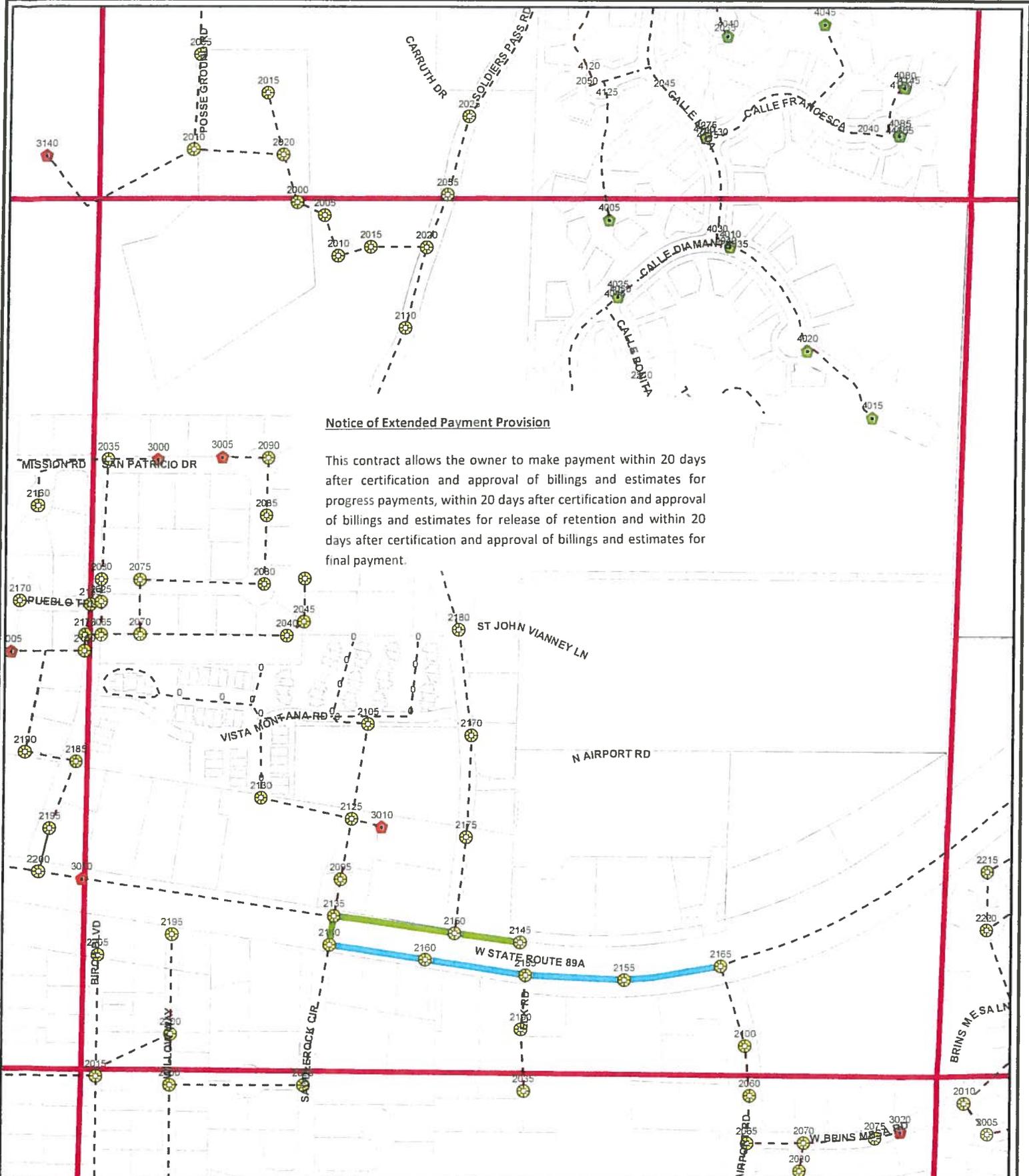
- Manholes = 8
- Clean Outs = 2

- Manhole
- Clean Out
- Flushing Station
- Air Relief Valve
- Air Relief Valve - Odor Filter
- Inline Reducer

- Sewerline
- Quarter Sections
- Parcel Boundary



This map is designed to provide as-is information only. The data is not accurate to engineering or surveying standards. The City of Sedona is not liable or responsible for loss or damages arising from the data contained on this map.
GIS City of Sedona 12/08/2016
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Notice of Extended Payment Provision

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GRAVITY LINE = GRID 8D

-  8in Gravity = ~657ft
-  18in Gravity = ~1,193ft
-  Manholes = 8

-  Manhole
-  Clean Out
-  Flushing Station
-  Air Relief Valve
-  Air Relief Valve - Odor Filter
-  Inline Reducer
-  Sewerline
-  Quarter Sections
-  Parcel Boundary

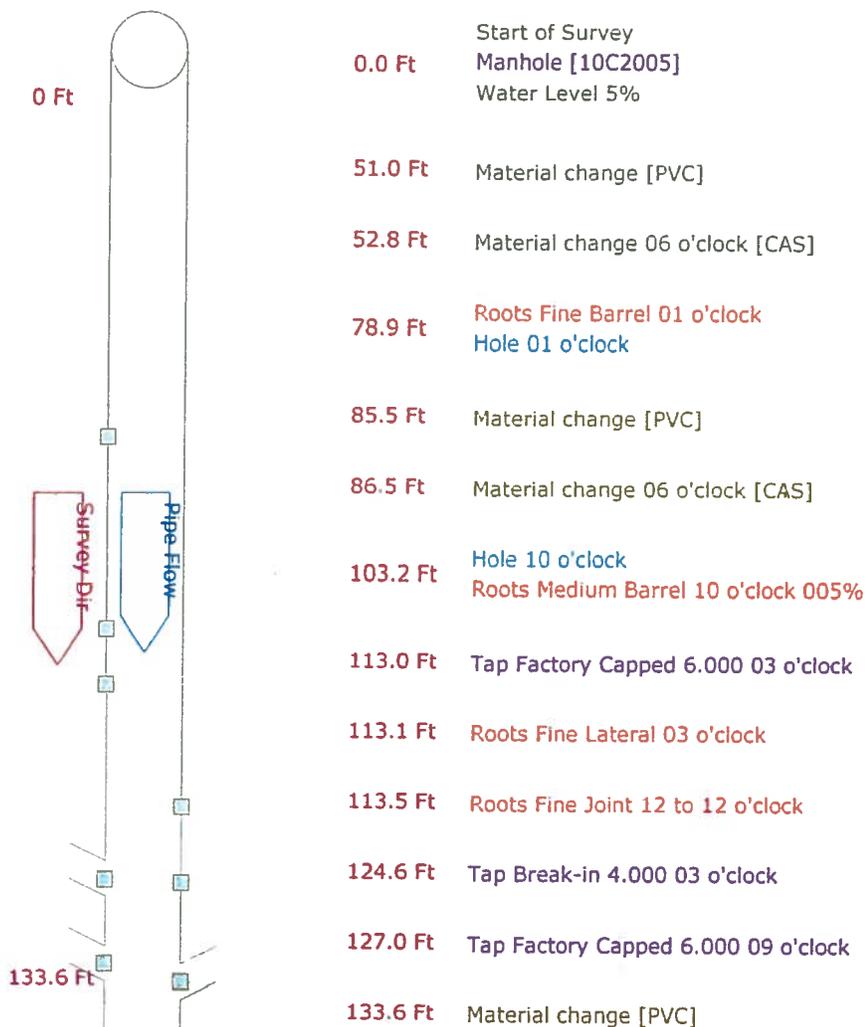


The map is designed to provide as a information only. The data is not accurate to engineering or surveying standards. The City of Sedona is not liable or responsible for loss or damages arising from the data contained on this map.
 G/S City of Sedona - 12/8/2016
 gproj engr sewer inspection cleaning 2016

Exhibit A
Attachment B
(3 pages)

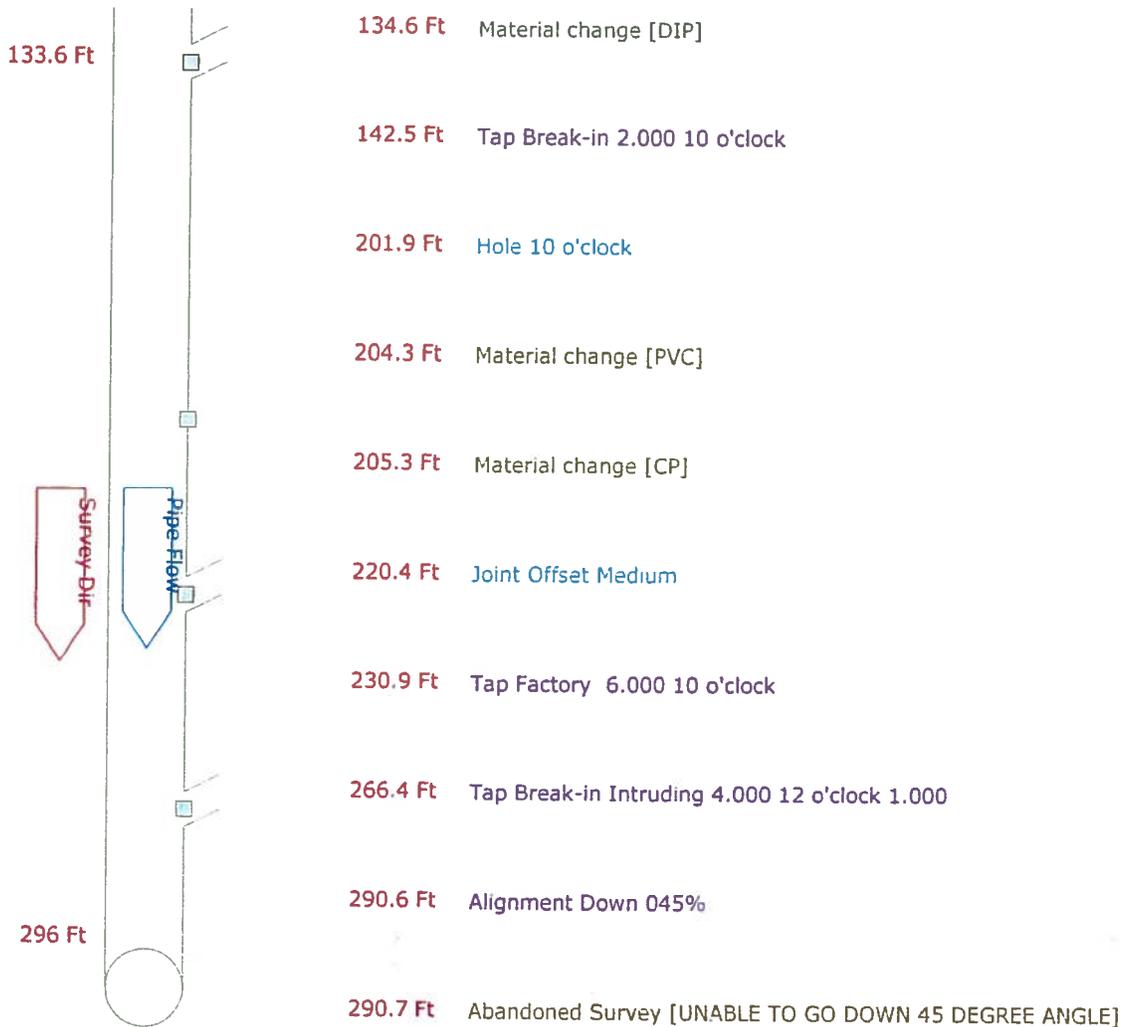
Pipe Graphic Report of PSR 10C2005 X for City of Sedona

Setup	148/14 9	Surveyor D:	Certificate #	U-411-12	System Owner	SEDONA, CITY OF	
Drainage	10C	Survey Customer	SEDONA, CITY OF				
P/O #		Date	2014/05/01	Time	4:21	Street	EASEMENT
City	SEDONA	Further location details					
Start	10C2005	Rim to invert	Grade to invert	Rim to grade	Ft		
Finish	10C2010	Rim to invert	Grade to invert	Rim to grade	Ft		
Use	Sanitary	Direction	Downstream	Flow control	Media No 10C		
Shape	Circular	Height	6	Width	ins	Preclean J	
Material	Concrete Pipe (non-reinforced)	Joint length	Total length		296.0	Length Surveyed	290.70
Lining		Year laid	Year rehabilitated		Weather		Dry
Purpose	Routine Assessment	Cat					
Additional info				Structural	O & M	Constructional	
Location	Easement/Right of Way			Miscellaneous	Hydraulic		
Project	City of Sedona 2			Work Order			
Northing	Easting			Elevation			
Coordinate System				GPS Accuracy			



Pipe Graphic Report of PSR 10C2005 X for City of Sedona

Setup	148/14 9	Surveyor	DANIEL S	Certificate #	U-411-12433	System Owner	SEDONA, CITY OF
Drainage	10C	Survey	Customer	SEDONA, CITY OF			
P/O #		Date	2014/05/01	Time	4:21	Street	EASEMENT
City	SEDONA	Further location details					
Start	10C2005	Rim to invert		Grade to invert		Rim to grade	Ft
Finish	10C2010	Rim to invert		Grade to invert		Rim to grade	Ft
Use	Sanitary	Direction	Downstream	Flow control		Media No	10C
Shape	Circular	Height	6	Width	ins	Preclean J	Date Cleaned
Material	Concrete Pipe (non-reinforced)	Joint length		Total length	296.0	Length Surveyed	290.70
Lining		Year laid		Year rehabilitated		Weather	Dry
Purpose	Routine Assessment	Cat					
Additional info						Structural	O & M
Location						Miscellaneous	Hydraulic
Project						Constructional	
Northing						Work Order	
Easting						Elevation	
Coordinate System						GPS Accuracy	



CCTV Picture List of 10C2005 X for City of Sedona

Work Order				Setup ^{140/14} _a
Video	10C	Survey Date	2014/05/01	
Path to picture files				
Path to video files				
Path to media files				



Video Index Count 51.0 Ft
 Code Material change
 Remarks PVC
 File Name 444.jpg Date 2014/04/29 Size 32,056



Video Index Count 52.8 Ft
 Code Material change
 Remarks CAS
 File Name 445.jpg Date 2014/04/29 Size 25,242



Video Index Count 78.9 Ft
 Code **Roots Fine Barrel**
 Remarks
 File Name 1100.jpg Date 2014/05/01 Size 52,569



Video Index Count 78.9 Ft
 Code **Hole**
 Remarks
 File Name 1101.jpg Date 2014/05/01 Size 52,545



Video Index Count 85.5 Ft
 Code Material change
 Remarks PVC
 File Name 446.jpg Date 2014/04/29 Size 28,706



Video Index Count 86.5 Ft
 Code Material change
 Remarks CAS
 File Name 447.jpg Date 2014/04/29 Size 23,794



Video Index Count 103.2 Ft
 Code **Hole**
 Remarks
 File Name 1102.jpg Date 2014/05/01 Size 33,096



Video Index Count 103.2 Ft
 Code **Roots Medium Barrel**
 Remarks
 File Name 1103.jpg Date 2014/05/01 Size 32,680



**CITY OF SEDONA, ARIZONA
AFFIDAVIT DEMONSTRATING LAWFUL
PRESENCE IN THE UNITED STATES**

ARS Section 1-502 requires that any person who applies to the City for a local public benefit (defined as a grant, contract, loan, professional license, or commercial license) must demonstrate through the presentation of one of the following documents that he/she is lawfully present in the United States.

**LAWFUL PRESENCE IN THE UNITED STATES CAN BE DEMONSTRATED BY
PRESENTATION OF ONE (1) OF THE DOCUMENTS LISTED BELOW.**

Please place a check mark next to the applicable document and present the document to the City employee. If mailing the document, attach a copy of the document to this Affidavit. (If the document says on its face that it may not be copied or you know for reasons of confidentiality that it cannot be copied, you will need to present the document in person to the City for review and signing of the Affidavit.)

<input type="checkbox"/>	1. Valid Driver License Issued after 1996	First 4 numbers/letters from License:
<hr/>		
<input type="checkbox"/>	2. Valid Non-Operating Identification License	First 4 numbers/letters from License:
<hr/>		
<input type="checkbox"/>	3. Birth Certificate or Delayed Birth Certificate Issued in any state, territory or possession of the United States	Year of Birth: Place of Birth:
<hr/>		
<input type="checkbox"/>	4. United States Certificate of Birth abroad	Year of Birth: Place of Birth:
<hr/>		
<input type="checkbox"/>	5. United States Passport	First 4 numbers/letters from Passport:
<hr/>		
<input type="checkbox"/>	6. Foreign Passport with United States Visa	First 4 numbers/letters from Passport: First 4 numbers/letters from Visa:
<hr/>		
<input type="checkbox"/>	7. I-94 Form with a photograph	First 4 numbers from I-94 Form:
<hr/>		
<input type="checkbox"/>	8. United States Citizenship and Immigration Services Employment Authorization Document (EAD)	First 4 numbers/letters from EAD:
<hr/>		
<input type="checkbox"/>	9. Refugee Travel Document	Date of Issuance: Refugee Country:
<hr/>		
<input type="checkbox"/>	10. United States Certificate of Naturalization	First 4 digits of CIS Reg. No.:
<hr/>		
<input type="checkbox"/>	11. United States Certificate of Citizenship	Date of Issuance: Place of Issuance:
<hr/>		
<input type="checkbox"/>	12. Tribal Certificate of Indian Blood	Date of Issuance: Name of Tribe:
<hr/>		
<input type="checkbox"/>	13. Tribal or Bureau of Indian Affairs Affidavit of Birth	Year of Birth: Place of Birth:

In accordance with the requirements of State Law, I do swear or affirm under penalty of perjury that I am lawfully present in the United States, and that the document I presented to establish this presence is true.

Signature _____
Printed Name:
Date:

Business/Company:
Business Address:
City, State, Zip Code:

