

TOWN OF HAMILTON

DEPARTMENT OF PUBLIC WORKS

INVITATION TO BID

Catch Basin and Drain Manhole Cleaning

The Town of Hamilton is requesting bids, for the following: **2013 Catch Basin and Drain Manhole Cleaning** bids will be received at the Department of Public Works, Town of Hamilton, 577 Bay Road, Hamilton, MA 01982 until 11:45 a.m. on **Tuesday, April 23, 2013**. Bids will be opened and awarded at that time.

The TOWN may, at their exclusive option and at their sole discretion, extend resulting Contracts for up to two (2) additional (1) calendar year periods at the unit prices bid. Extensions will be for the following time periods only: April 1, 2014 – March 31, 2015 and April 1, 2015, – March 31, 2016. Extensions are subject to the availability of funds appropriated to perform the contracted work and do not constitute a commitment by the TOWN to engage Contractors' services on the basis of stated estimated quantities.

The work to be performed under this contract consists of **Catch Basin and Drain Manhole Cleaning**, as specified. The contractor shall furnish all equipment, tools, labor and materials to complete project in accordance with specifications. The Public Works Department will provide dump trucks with operators for collection from the catch basin cleaning equipment, and transportation to and dumping at sites to be provided by the Town for such purposes.

Failure to comply with the requirements of this paragraph may be deemed to render a proposal non-responsive. OSHA certification required. Full compliance with Federal, State and Municipal Wage Laws is required of all work done for the Town of Hamilton. Minimum Wage Rates as determined by the Commissioner of Department of Labor and Industries under the provision of the Massachusetts General Laws, Chapter 149, §§26-27, as amended, apply to this project. It is the responsibility of the contractor, before bid opening, to request if necessary, any additional information on Minimum Wage Rates for those trades people who may be employed for the proposed work under this contract. Contractors shall be required to comply with all applicable Massachusetts General Law Chapter M.G.L. c. 149, §§26-27, and all other applicable Massachusetts General Laws. Bidders are not to include in their Bid Proposal sales and compensating use taxes on materials and supplies purchased for this project. All materials used are tax exempt. The Contractor shall not discriminate with regard to the personnel employed on this project on the basis of race, color, creed, national origin, gender, sexual preference, handicap or age. The Town of Hamilton reserves the right to reject any or all proposals or to accept any proposal that appears to be in the best interest of the Town.



P.O. Box 429
577 Bay Road
Hamilton, MA 01936

Phone
Fax
Web site

(978) 468-5580
(978) 468-5582
<http://www.hamiltonma.gov>

TOWN OF HAMILTON

DEPARTMENT OF PUBLIC WORKS

SPECIFICATIONS CATCHBASIN/DRAIN MANHOLE CLEANING – DUMP SITE PROVIDED BY TOWN

1. SCOPE

The work to be done under this contract shall consist of removing the accumulated dirt, refuse and other debris from each catch basin, the gutter mouth of curb inlets, and disposing of the materials removed. Drainage manholes are considered catch basins in this contract.

2. EQUIPMENT

Equipment used for routine cleaning shall be of the orange peel type capable of dumping into a self-contained dump body for removal to the assigned dumping site. The Contractor must have a full time year-round facility and trained staff capable of handling day to day operations and covering emergencies at any time at no additional charge.

All equipment must be registered and insured in accordance with Mass Law for the complete term of the contract. The Contractor shall provide all equipment and materials necessary to perform the work and shall maintain vehicles and equipment in a clean and good operating condition. .

3. CONSTRUCTION METHODS

a. Schedule

The Contractor shall perform routine cleaning of catch basins, as directed by the TOWN at least once during the year during the season preferred by the TOWN. The daily starting time may vary depending on the section of town where the work is being done. Cleaning in heavy traffic areas shall be done prior to 7:00 a.m. or after 5:00 p.m. at no additional charge.

The Contractor is solely responsible for all traffic control, signage and personnel as is necessary to provide for the safety of workmen, equipment, and the traveling public. The Contractor shall not block or stop the normal flow of traffic.

b. Work

The Contractor shall in each case remove the grate, clean the catch basin, including scraping the sides of the basin, to the satisfaction of the inspector, carefully reinstall the grate, and mark grate with spray paint provided by the Town. The catch basin shall be considered clean when the remaining material in the catch basin is not more than (4) inches in depth, if leveled.

The contractor must coordinate with the Water Department of the TOWN to obtain permission to use water for the filling of the water jetting system. The contractor will be required to obtain the necessary permits and to pay the fees required by the water district where the water is obtained without compensation by said town.

Before installing the grates, the rims or seats shall all be cleaned so that they fit properly in place.



P.O. Box 429
577 Bay Road
Hamilton, MA 01936

Phone (978) 468-5580
Fax (978) 468-5582
Web site <http://www.hamiltonma.gov>

TOWN OF HAMILTON

DEPARTMENT OF PUBLIC WORKS

Immediately upon replacing the grate the Contractor shall paint a dot on a corner of the grate location, the color to be selected by the Director or his designee. During the operation, care shall be taken by the Contractor not to damage the grate, frame, catch basin, pipe or curbing. If damaged is caused by the negligence of the Contractor, the damaged parts shall be satisfactorily repaired or replaced at his own expense. No cover shall be removed until immediately preceding cleaning. No uncovered catch basin shall be left unattended at any time. Covers shall be replaced immediately after cleaning.

If the Contractor is required to drive his equipment on an unpaved area, in order to clean a specified catch basin he will not be liable for any damage caused to the unpaved area by his equipment.

The material removed from the catch basins shall be transported no less often than daily to the designated disposal area without spillage. Any material falling on the roadway shall be removed at the Contractor's expense.

c. Disposal of Debris

The Contractor shall quote prices for deposit of all debris removed from the catch basins, manholes, and drainage pipe at a dumpsite provided by the Town. Whenever the Director or his designee calls the Contractor because of an emergency, regardless of cause, the Contractor must respond with the requested basin cleaner or vactor truck, and an experienced operator.

4. PERFORMANCE

Performance of Work: The contractor shall commence work in a timely manner and in no instance shall it not begin within fifteen (15) working days from the submission of the "Request of Service" unless agreed upon by the Director or his designee. The Contractor will also be required to continue with this work uninterrupted until complete. Failure to comply may result in penalties.

5. MEASUREMENT AND PAYMENT

Cleaning under this item shall be for each catch basin cleaned in accordance with the specifications. Price shall include transportation and disposal of debris at a site designated by the TOWN.

CATCHBASIN/DRAIN MANHOLE/DRAIN PIPE CLEANING – VACUUM TRUCK

1. DESCRIPTION

The work to be done under this contract shall consist of removing the accumulated dirt, refuse and other debris from each catch basin, drain manhole, drain pipes, and disposing of the materials removed.

2. EQUIPMENT

Equipment used under this bid item shall be a vactor truck with the capability to water jet clean drainage pipe ranging from 8" to 24" in diameter. The truck shall contain: all hosing necessary for vactoring operations; all necessary heads for cleaning and cutting roots; a containment area of 12 cubic yards or more for removal to the assigned dumping site; water tanks able to hold a minimum of 2500 gallons for water jetting; and a minimum of 300 feet for water jet cleaning.

The Contractor must have a full time year-round facility and trained staff capable of handling day to day operations during emergencies at any time at no additional charge



P.O. Box 429
577 Bay Road
Hamilton, MA 01936

Phone (978) 468-5580
Fax (978) 468-5582
Web site <http://www.hamiltonma.gov>

TOWN OF HAMILTON

DEPARTMENT OF PUBLIC WORKS

All equipment must be registered and insured in accordance with Mass Law for the complete term of the contract. The Contractor shall provide all equipment and materials necessary to perform the work and shall maintain vehicles and equipment in a clean and good operating condition.

3. CONSTRUCTION METHODS

a. Schedule

The Contractor shall perform routine cleaning of catch basins, as directed by the TOWN, at least once during the year during the season preferred by the TOWN. The daily starting time may vary depending on the section of town where the work is being done. Cleaning in heavy traffic areas shall be done prior to 7:00 a.m. or after 5:00 p.m. at no additional charge.

The Contractor is solely responsible for all traffic control, signage and personnel as is necessary to provide for the safety of workmen, equipment, and the traveling public. The Contractor shall not block or stop the normal flow of traffic.

Upon request from the TOWN, the contractor shall perform specialty cleaning of catch basins, manholes, and drainage pipe with a vactor truck.

The Town will make available to the Contractor Work Route Maps showing the sequence in which the Contractor will proceed in cleaning the catch basin. The Contractor shall provide to the Public Works Department on a weekly basis a report containing the location and number of catch basins cleaned during the week, estimated quantity of material removed and the total number of catch basins cleaned year to date.

b. Work

The Contractor shall be responsible for vactoring and/or water jetting all catch basins, manholes, and drainage pipe where directed by the TOWN.

The contractor must coordinate with the Water Department of the TOWN to obtain permission to use water for the filling of the water jetting system. The contractor will be required to obtain the necessary permits and to pay the fees required by the water district where the water is obtained without compensation by said town.

If the Contractor is required to drive his equipment on an unpaved area, in order to clean a specified catch basin he will not be liable for any damage caused to the unpaved area by his equipment. The material removed from the catch basins, manholes, and drainage pipe shall be transported to the designated disposal area without spillage. Any material falling on the roadway shall be removed at the Contractor's expense.

c. Disposal



P.O. Box 429
577 Bay Road
Hamilton, MA 01936

Phone (978) 468-5580
Fax (978) 468-5582
Web site <http://www.hamiltonma.gov>

TOWN OF HAMILTON

DEPARTMENT OF PUBLIC WORKS

The Contractor shall include in his price the deposit of all debris removed from the catch basins, manholes, and drainage pipe at a dumpsite provided by the TOWN. Whenever the Director or his designee calls the Contractor because of an emergency, regardless of cause, the Contractor must respond with the vactor truck and an experienced operator.

4. PERFORMANCE

Performance of Work: The contractor shall commence work in a timely manner and in no instance shall it not begin within fifteen (15) working days from the submission of the "Request of Service" unless agreed upon by the Director or his designee.

5. MEASUREMENT AND PAYMENT

Cleaning under this item shall be paid for by the hours spent cleaning, removing and transporting debris, and water jetting with a vactor truck. Price shall include transportation and disposal of debris at a site designated by the TOWN.

CONTRACTOR'S LIABILITY INSURANCE

The Contractor shall purchase and maintain such insurance as will protect them from claims under workmen's compensation acts and other employee benefit acts, for claims for damages because of bodily injury, including death, and from claims for damages to property which may arise out of or result from the Contractor's operations under this Contract, whether such operations be by themselves or by any Subcontractor or anyone directly or indirectly employed by any of them. This insurance shall be written for not less than any limits of liability specified as part of this Contract, or required by law, whichever is greater.

Comprehensive General Liability Insurance

The Contractor shall carry Commercial General Liability Insurance with an each occurrence limit of liability no less than One Million Dollars (\$1,000,000.00) and a general aggregate limit of liability no less than One Million Dollars (\$1,000,000.00); and a Products/Completed Operations (as may be required) Aggregate limit no less than One Million Dollars (\$1,000,000.00) for all injury and damages to or destruction of property during the policy period.

Automobile Liability and Property Damage Insurance

The Contractor shall carry business Automobile Liability Insurance covering all owned vehicles with a combined single limit no less than One Million Dollars (\$1,000,000.00) to cover all damage caused by contracted employees of the awarded Contractor.

Workers' Compensation Insurance

The Contractor shall carry Workers' Compensation Insurance as required by Massachusetts General Law, c. 152, and Section 25, with a minimum limit of Employer's Liability as per Massachusetts General Law requirements.



P.O. Box 429
577 Bay Road
Hamilton, MA 01936

Phone
Fax
Web site

(978) 468-5580
(978) 468-5582
<http://www.hamiltonma.gov>

TOWN OF HAMILTON

DEPARTMENT OF PUBLIC WORKS

Date: _____

STATE TAX CERTIFICATION CLAUSE

I certify under the penalties of perjury that I, to my best knowledge and belief, have complied with all laws of the commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting of child support.

* Signature of Individual or
Corporate Name (Mandatory)

By: _____
Corporate Officer
(Mandatory, if applicable)

**Social Security No. (Voluntary)
or Federal Identification No.

*Approval of a contract or other agreement will not be granted unless this certification clause, if signed,
Your Social Security Number will be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Providers who fail to correct their non-filing or delinquency **will not have a contract or agreement issued, reviewed, or extended. This request is made under the authority of Mass. G.L. 62C, S.49A.

CERTIFICATE OF NON-COLLUSION

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

Firm	_____	Signature	_____
Address	_____	Name (print)	_____
City, State	_____	Title	_____
Phone No.	_____	Date	_____

Tax Exemption

The project is exempt from payment of Massachusetts sales tax to the extent permitted by MGL c.64H, Subsection 6F. Exemption Certificate E-046-001-168 shall be used in lieu thereof.



P.O. Box 429
577 Bay Road
Hamilton, MA 01936

Phone (978) 468-5580
Fax (978) 468-5582
Web site <http://www.hamiltonma.gov>

TOWN OF HAMILTON

DEPARTMENT OF PUBLIC WORKS

BID FORM 2013 Catch Basin and Drain Manhole Cleaning

Firm _____
Address _____
City, State _____
Phone No. _____

And he/she agrees that if this BID is accepted he/she will contract with the Town, this BID form being part of said Contract Documents, and that he/she will perform all the work and furnish all the materials and equipment, and provide all labor, services, plant, machinery, apparatus, appliances, tools, supplies and all other things required by the Contract Documents in the manner and within the time therein prescribed and according to the requirements of the Town as therein set forth, and that he/she will take in full payment therefore the lump-sum to each item of the Work as stated in the schedule that follows:

BID ITEM: 2013 Catch Basin and Drain Manhole Cleaning

\$ _____ per basin/manhole (Estimated Number of catch basins 775)

BID EVALUATION CRITERIA: The Town of Hamilton will award a contract(s) for the route based on the lowest cost per basin.

CERTIFICATION OF PRODUCT: The Bidder proposes to furnish all labor, equipment and materials required to complete the services in accordance with the Specifications attached herein for the estimated Contract Price specified subject to additions and deductions according to the terms of the Contract Documents.

RECEIPT OF ADDENDUM NUMBERS: _____ is hereby acknowledged and reflected in the bid price(s) shown above.

The undersigned agrees that, if he is selected as contractor, he will within five (5) days, Saturdays, Sundays and legal holidays excluded, after presentation thereof by the awarding authority, execute a contract in accordance with the terms of this bid and under the laws of the.

The undersigned hereby certifies that he is able to furnish labor that can work in harmony with all other elements of labor employed or to be employed on the work and that he will comply fully with all laws and regulations applicable to awards made subject to Section Forty-four A of M.G.L. c. 149, §§26-27 of the Massachusetts General Laws.

The undersigned hereby certifies under the penalties of perjury that this bid is in all respects bona fide, fair and made without collusion or fraud with any other person, joint venture, partnership, corporation or other business or legal entity.



P.O. Box 429
577 Bay Road
Hamilton, MA 01936

Phone
Fax
Web site

(978) 468-5580
(978) 468-5582
<http://www.hamiltonma.gov>

TOWN OF HAMILTON

DEPARTMENT OF PUBLIC WORKS

The Town of Hamilton reserved the right to reject any and all bids when it deems it to be in the best interest of the Town. All bid prices submitted in response to this request for bids must remain firm for 45 days following the bid opening.

Firm	_____	Signature	_____
Address	_____	Name (print)	_____
City, State	_____	Title	_____
Phone No.	_____	Date	_____



P.O. Box 429
577 Bay Road
Hamilton, MA 01936

Phone (978) 468-5580
Fax (978) 468-5582
Web site <http://www.hamiltonma.gov>

TOWN OF HAMILTON

DEPARTMENT OF PUBLIC WORKS



P.O. Box 429
577 Bay Road
Hamilton, MA 01936

Phone
Fax
Web site

(978) 468-5580
(978) 468-5582
<http://www.hamiltonma.gov>
