



Invitation for Bids

for

**Town of Benson WWTP Sludge Removal  
Project**

Bid From: \_\_\_\_\_

General Information and Bid Submission Requirements:

- Submit bids to:  
**Town of Benson**  
**C/O Kimberly Pickett, Assistant Town Manager**  
**303 E. Church St,**  
**Benson, NC 27504**
- Submit all bids by **2:00pm on Friday, July 26, 2019**. At that time bids will be publicly opened within the Benson Room of Town Hall Conference Center.
- The contract will be awarded at the next Town of Benson Board of Commissioners meeting on August 13, 2019. The time for award may be extended for up to 30 additional days by mutual agreement between the Town and the apparent lowest responsive and responsible bidder.
- Questions concerning this invitation for bids must be submitted in writing to: **Kimberly Pickett, Assistant Town Manager, 303 E. Church St, Benson, NC 27504 before 5:00pm on Thursday, July 18, 2019.** Questions may be delivered, mailed, or faxed. Written responses will be mailed or faxed to all bidders on record as having picked up the Invitation for BID.
- A bidder may correct, modify, or withdraw a bid by written notice received by the Town prior to the time and date set for the bid opening. Bid modifications must be submitted in a sealed envelope clearly labeled “Modification No. \_\_\_.” Each modification must be numbered in sequence, and must reference the original Invitation for BID.
- After the bid opening, a bidder may not change any provision of the bid in a manner prejudicial to the interests of the Town.
- If, at the time of the scheduled bid opening, the Town Hall is closed due to uncontrolled events such as fire, snow, ice, wind, or building evacuation, the bid opening will be postponed until 2:00pm on the next normal business day. Bids will be accepted until that date and time.
- Bid submission should be presented in a sealed envelope clearly marked **“Town of Benson WWTP Sludge Removal Project”**
- Bid must include a **non-collusion form**, **bid pricing sheet**, and **references**
- Proof of General Liability Insurance and Workers Compensation will be required prior to start of work.

- Proof of Workers Compensation Coverage will be required before work is started.
- A bid must be signed as follows: 1) if the bidder is an individual, by her/him personally; 2) if the bidder is a partnership, by the name of the partnership, followed by the signature of each general partner; and 3) if the bidder is a corporation, by the authorized officer, whose signature must be attested to by the Clerk/Secretary of the corporation and the corporate seal affixed.
- It will be required to provide a list of Subcontractors used for this project. The Town of Benson is requesting that the contractor bidding on this project utilize the HUB certified Subcontractors/Vendors. **This project has a 10% goal of HUB participation.** A list of HUB Subcontractors/Vendors can be found at <http://ncadmin.nc.gov/businesses/hub>

### Scope of Work

- Mobilization, vegetation removal, sludge removal from lagoon, offsite dewatered sludge disposal, demobilization and surface restoration
- Contractor shall furnish all labor, materials, chemicals, supplies, equipment, transportation and other incidentals required for the project
- The Contractor will be responsible for any spill from an accident, transportation, and disposal of sludge and sludge loading to the trucks. Dewatered sludge storage will not be allowed on the site.
- Disruption of normal Plant operation will not be allowed
- Dewater materials suitable and acceptable to the disposal facility and all local, state and federal requirements
- Estimated volume of material is 300 dry tons to be removed
- Lagoon will remain online during sludge removal operation
- All dewatered sludge shall be disposed of by the Contractor to a site approved by the Owner
- All contents removed from the lagoon, except dewatering filtrate, shall be removed from the facility
- The Contractor shall not return any sludge, grit, sand, scale, scum or miscellaneous foreign material to the treatment plant flow or any natural waterway at any time
- No liquid or solid fraction from the cleaning and dewatering operating shall be allowed to spill or be placed or stored in any manner unacceptable to the Owner in a manner inconsistent with local, state and federal regulations
- Sludge must be removed in a fashion across the entire lagoon to ensure minimum 6” standing water. Intent is to reduce potential for regeneration of vegetation

### Special Conditions

- The Owner reserves the right to require that the contractor vacate the plant area either for their personal safety or for violation of OSHA, local, state or federal rules and regulations

- Mobilization: The setting up of sludge removal process operation onto the staging areas of the site. Mobilization includes temporary facilities, sludge assessment, sludge characterization, name and location of approval licensed disposal site. Mobilization shall not exceed 10% of the total bid amount
- Retainage will be 10% paid after final acceptance
- The collected sample will be analyzed for sludge concentration in percent (%) solids. The contractor has to split the sample and perform solids testing also. If there is a discrepancy between the split sample, then an average between the two will be accepted
- Surface Restoration: The staging area and all damaged surface including the areas where the withdrawal and discharge lines were placed will be restored to pre-existing condition. Surface restoration will include repair of damaged roads and curbs. Remove sludge from the surface due to sludge spill and sludge discharges during the sludge removal process operation

#### Submittals

- Diagram (**Include in bid package**)
  1. Sludge withdrawal unit including pumps or dredges
  2. Dewatering units showing type of unit
  3. The location of centrate/filtrate discharge
- Transportation plan indicating routes, form of transportation and approved disposal site will be submitted (**Include in bid package**)
- Chemicals that will be used for sludge conditioning in sludge removal operation shall be submitted (**Include in bid package**)
- Records will be kept and maintained in order to monitor for the compliance of the project requirements. Records will clearly show the following:
  1. Weight, percent solids concentration and unit weight of dewatered sludge
  2. Number of truck loads, capacities and number of trips to disposal sites
  3. Copies of sludge shipping manifest
  4. Copies of disposal records from a licensed landfill facility
  5. All weigh station records
  6. All laboratory records

#### Date of Availability

- Date of availability for this contract is **August 19, 2019**
- The completion date for this contract is **October 18, 2019**
- Liquidated Damages will be assessed at value of **\$100 per calendar day**.

Work Times

- Unless otherwise approved by the Public Utilities Director, no work shall be performed on Saturdays, Sundays, and Legal State Holidays. Work shall be performed only during the hours of 7:00 am and 5:00 pm.
- Reasonable allowances will be made for inclement weather to be approved by the Public Utilities Director

Contract Award

- The contract will be awarded to the responsive and responsible bidder offering the lowest total price for all items.

Certificate of Non-Collusion

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

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Signature of individual submitting bid or proposal

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Name of business

List of References

Reference 1 Name and Contact Information

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Reference 2 Name and Contact Information

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Line Item Bid Quantities

<b>Description</b>	<b>Quantity</b>		<b>Unit Cost</b>	<b>Total Cost</b>
Mobilization	1	LS		
Sludge Removal/Disposal	300	Dry TN		

Total: \_\_\_\_\_

Submittal Guidelines

- To be considered for this project, please submit the entire proposal with the information requested below no later than **2:00pm on Friday July 26, 2019.**

**Company Name:** \_\_\_\_\_

**Company Address:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Contact Person:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_