

**City of Manchester**  
**116 2<sup>nd</sup> Street**  
**Manchester, GA 31816**  
**Request for Proposals (RFP)**  
**Water Storage Tank Maintenance Program**

*Due Date: October 5, 2022*

Completed proposals must be received by the date and time specified at the address shown above. Late proposals will not be opened or otherwise considered. In order to be considered for selection, contractors must submit a complete response to the RFP. The Owner reserves the right to reject any and all proposals submitted and to request additional information from all proposers. Any contract awarded will be awarded to the contractor, who, based upon evaluation of all proposals, is determined to have submitted the best technically qualified proposal.

All communication or questions concerning this RFP shall be emailed to Sam Summers at [utilitydirector@manchester-ga.gov](mailto:utilitydirector@manchester-ga.gov)

Proposals are to be submitted to Angel Fowler, City Clerk, Manchester City Hall, 116 2nd Street, Manchester, Georgia. To be considered Proposals must be submitted by 11:00 am on Wednesday, October 5, 2022

**Intent of Request for Proposals**

The intent of this Request for Proposals (RFP) is to solicit and obtain the services of an experienced water storage tank maintenance firm to enter into a long-term, full service agreement with the City of Manchester to provide a maintenance program for the water storage tanks within the City's water system. This program shall include, but is not limited to, the following: inspection, rehabilitation, as-needed repairs, recoating, washout services and preventive maintenance. The selected firm shall enter into a long term agreement to assume full responsibility and accountability for all maintenance issues related to the City's water storage tanks. Any submittal should include all costs associated with labor, materials, equipment, overhead, profit, travel, reimbursables, inflation and all other expenses related to the provision of the necessary service as defined in the Scope of Work and the Schedule of Work. It is the intent of this RFP to determine the most qualified firm to which the City of Manchester could contract these services.

## **Project Description**

City of Manchester currently owns, operates and maintains five (5) potable water storage tanks as part of the City's water distribution system. The tank names and sizes are the following:

1. 250,000 Elevated -- Macedonia
2. 200,000 Elevated – School
3. 200,000 Standpipe – Mountain Ridge
4. 1,000,000 Ground Storage – Mayes Way
5. 200,000 Elevated – Goode Plant

## **ITEMS TO BE ADDRESSED IN RFP**

The details of this proposal shall include information on all of the following items. Additionally, each prospective firm may submit such other information as deemed appropriate for the proper evaluation of his or her proposal.

A. Proposal shall include an informative narrative report introducing your firm. Additionally, a statement of qualifications and resume detailing the experience of all individuals responsible for providing service under this contract should be submitted. Principals involved should be listed along with their names and addresses of the individuals placed in charge for the administration of the terms and conditions of the contract. All full time employees with N.A.C.E. certifications must be listed.

B. Proposal shall include the details of appropriate work and renovation plan for the tank. This shall include but not be limited to, the evaluation of the tank with particular regard to the internal and external structural condition of the tank and any of its appurtenances, need for painting and condition of the foundation.

C. A list of systems that are currently in your Maintenance Program should be submitted. Include the Name of the System, Person of Contact, Telephone Number of Contact, and Number of Tanks in the System under contract. A minimum of forty (40) total systems (not tanks) must be submitted. Any company with less than forty (40) total existing systems or less than twenty (20) existing systems (not tanks) in the State of Georgia under their maintenance program will not be considered.

D. Proposal shall describe the particular details on all structural or miscellaneous repairs necessary for the tank. This should include the need for steel replacement, steel parts, expansion joints, water level indicators, sway rods, manway covers, and gaskets and any other components of the tank.

E. Proposal shall also specify the frequency and degree of inspection and cleanout services the Owner could expect under the terms of the maintenance contract. At a minimum, washout inspections with detailed engineering report shall be conducted every two (2) years and each tank shall be visually inspected every year under the maintenance agreement. The provider must

give the owner at least a one week notice before arriving to work on the tank. At a minimum, a written report along with photographs shall be prepared and submitted within thirty (30) days of completion of inspections. Additionally, each perspective firm should address the requirements to assume responsibility for all corrections and repairs to the tank necessitated by acts of vandalism or through normal deterioration.

F. A detailed proposal shall adhere to the specifications given in this Request for Proposal. All surface preparation and coatings specified should be strictly adhered to; there will be no variance. These specifications are identified in this Request for Proposal under the Specifications of Work section below. In addition, all rules and regulations of the **State of Georgia** will be strictly adhered to. **Any and all permits, approvals, etc., required by the State of Georgia will be the responsibility of the successful firm.**

G. Each bidder shall submit a detailed firm's insurance certificate. This insurance certificate should detail all levels of insurance that may be required by the **City of Manchester** to accept a contractual obligation. **The insurance carrier must possess an AM Best rating of A- or better.** In addition, all firms shall provide a detailed certificate that indicates they carry Pollution Liability Insurance in the amount of no less than \$2,000,000.00 of coverage. A copy of this insurance certificate **must be** attached to the last page of this RFP and is mandatory for consideration of RFP response.

H. Each proposal should include a detailed contract document for the tank to be included in this RFP. This contract shall **not** be a specific timeframe. The maintenance contract can be extended for an **indefinite period** of time unless the City of Manchester elects to cancel. Within the contract document shall be a specific cancellation clause, which indicates procedures that the **City of Manchester** may take for cancellation of the contract. **The firm may never cancel the contract for any reason other than non-payment by City of Manchester. A maximum % must be specified in the pricing form and the inflation cannot be tied to the Consumer Price Index.**

I. Each proposal shall include a formal **Safety Program** stating company policy on all safety procedures. Document procedures are to include workers protection, confined space, fall protection and general safety procedures.

J. Each proposal shall include evidence of proposer's State of Registration and must have a State of Georgia contractor's license.

K. Each proposal shall include a listing of any cancellations of their maintenance agreement within the last 10 years including the system name, contact information, and reason for cancellation.

L. Each proposal shall include a listing of any litigations within the last 10 years including the system name, contact information, and a brief explanation of the litigation.

## **Specifications of Work**

The following specifications shall be strictly adhered to in regards to any and all work tasks performed under the maintenance program. The specifications should be performed in conjunction with the attached schedule of work.

Contractor must furnish and install pressure relief valves on the fire hydrants during washouts and renovations so we can keep customers in supply of water and correct pressure for that system or zone for no additional charge. Contractor will set pressure(s) according to City recommendations.

### **Visual Engineering Inspection Service**

1. Engineering inspection and preventive maintenance.
2. Any needed repairs/touchup.
3. Provide emergency repair service.
4. Ensure Tanks complies with all federal and state regulations.
5. Maintain as per the maintenance program.
6. Provide Written Report with Photographs of Inspection within Thirty (30) Days

### **Washout & Disinfection Inspection Service**

1. Washout inspection, Disinfection and preventive maintenance.
2. Any needed repairs/touchup.
3. Provide emergency repair service.
4. Ensure Tanks complies with all federal and state regulations.
5. Maintain as per the maintenance program.
6. Provide Written Report with Photographs of Inspection within Thirty (30) Days

### **Exterior Renovation – Steel Tanks**

1. All exterior surfaces including the dome, bowl, shell walls, balcony, riser columns, ladders, venting, pipes and other appurtenances and component parts will be power washed following a chlorine treatment as set forth in the Steel Structures Painting Council Specification Surface Preparation Specification Number 1, SSPC-SP1 “Solvent Cleaning”. Power washing will be a minimum of 4000 PSI (at nozzle tip) to remove contaminants such as dirt, dust, mold, mildew, chalk and other foreign contaminants. All areas of oxidation, peeling paint and runs/sags will be cleaned in accordance with the Steel Structures Painting Council Specification Surface Preparation Specification Number 2, SSPC-SP2 “Hand Tool” cleaning and Number 3, SSPC-SP3 “Power Tool” cleaning to remove all loose mil scale, loose rust, loose paint, and other loose detrimental foreign matter.
2. Spot Prime - All exterior surfaces which have been cleaned to bare metal will be primed with one coat of a Tnemec Series Epoxy applied at a rate to achieve 3.0-5.0 mils dry film thickness.
3. Finish Coat – all exterior surfaces (100%) shall receive one full finish coat of a Tnemec Series compatible coating applied at a rate to achieve 2.0-3.0 mils dry film thickness.
4. Any Existing Logos and/or Artwork shall be re-traced.

### **Interior Renovation – All Tanks**

1. The complete interior (100%) shall be abrasive blast cleaned to SSPC-SP No. 10 “Near White” finish.
2. After abrasive cleaning, all surfaces shall be cleaned of any dust residue or foreign debris.
3. A high build epoxy liner manufactured by the Tnemec Company shall be applied as follows:
  - a. Primer Coat: One [1] complete coat of Tnemec Series 91H20 or 94 applied at a rate to achieve 2.5 – 3.5 mils DFT.
  - b. Stripe Coat: One [1] complete coat of Tnemec Series N140 applied at 2.0 – 3.0 mils DFT shall be applied by brush and roller to all weld seams after Primer coat and prior to Intermediate coat.
  - c. Intermediate Coat: One [1] complete coat of Tnemec Series 21 or equivalent applied at a rate to achieve 5.0 – 7.0 mils DFT.
  - d. Finish Coat: One [1] complete coat of Tnemec Series 21 or equivalent applied at a rate to achieve 5.0 – 7.0 mils DFT.
  - e. Contrasting Color: Each coat of epoxy paint shall be of contrasting color.
  - f. Caulking: All seams around structured beams and lapped steel shall be caulked with Sika-Flex 1A
4. After the liner has properly cured, the interior surfaces shall be disinfected per A.W.W.A. Spray Method No. 2 (200 PPM).
5. The spent abrasive media shall be tested per TCLP-(8) Heavy Metals as mandated by the State.

**\* The Mountain Ridge tank currently has a lead primer coating and a coal tar finish coating. It will be required for the contractor to price in the complete removal of the lead/coal tar coating system and the proper disposal of the lead. Blastox or Prettox must be used during or prior to the blasting operations.**

### **NOTICE:**

All maintenance program costs and **inflation** must be calculated and included in final pricing with the completion deadline of these projects in mind. **No “brush” blasting and/or over coating shall be permitted on interior renovations.** Should any tank experience premature coatings failure then the coatings must be repaired at once utilizing best practices including complete renovations of the existing surfaces utilizing the above specifications for no additional charge.

## **Schedule of Work (Initial 10 Years)**

### **250,000 Elevated – Macedonia**

Year 1 – Exterior & Interior Renovation & Repairs  
Year 2 – Visual Inspection  
Year 3 – Washout Inspection  
Year 4 – Visual Inspection  
Year 5 – Washout Inspection  
Year 6 – Visual Inspection  
Year 7 – Washout Inspection  
Year 8 – Visual Inspection  
Year 9 – Exterior Renovation  
Year 10 – Visual Inspection

### **200,000 Elevated – School**

Year 1 – Exterior & Interior Renovation & Repairs  
Year 2 – Visual Inspection  
Year 3 – Washout Inspection  
Year 4 – Visual Inspection  
Year 5 – Washout Inspection  
Year 6 – Visual Inspection  
Year 7 – Washout Inspection  
Year 8 – Visual Inspection  
Year 9 – Exterior Renovation  
Year 10 – Visual Inspection

### **200,000 Standpipe – Mountain Ridge**

Year 1 – Exterior & Interior Renovation & Repairs  
Year 2 – Visual Inspection  
Year 3 – Washout Inspection  
Year 4 – Visual Inspection  
Year 5 – Washout Inspection  
Year 6 – Visual Inspection  
Year 7 – Washout Inspection  
Year 8 – Visual Inspection  
Year 9 – Exterior Renovation  
Year 10 – Visual Inspection

**1,000,000 Ground Storage – Mayes Way**

Year 1 – Exterior & Interior Renovation & Repairs  
Year 2 – Visual Inspection  
Year 3 – Washout Inspection  
Year 4 – Visual Inspection  
Year 5 – Washout Inspection  
Year 6 – Visual Inspection  
Year 7 – Washout Inspection  
Year 8 – Visual Inspection  
Year 9 – Exterior Renovation  
Year 10 – Visual Inspection

**200,000 Elevated – Goode Plant**

Year 1 – Visual Inspection  
Year 2 – Washout Inspection  
Year 3 – Visual Inspection  
Year 4 – Washout Inspection  
Year 5 – Visual Inspection  
Year 6 – Washout Inspection  
Year 7 – Visual Inspection  
Year 8 – Exterior & Interior Renovation  
Year 9 – Visual Inspection  
Year 10 – Washout Inspection

## Initial Tank Repairs to be completed in Year 1

### Macedonia Tank

1. Install a 24-mesh stainless steel overflow screen
2. Install a 24-mesh stainless steel vent screen
3. Install balcony weep holes
4. Remove bars blocking roof hatch

### School Tank

1. Install a 24-mesh stainless steel overflow screen
2. Install a 24-mesh stainless steel vent screen
3. Install balcony weep holes

### Mountain Ridge Tank

1. Install a 24-mesh stainless steel overflow screen
2. Install a 24-mesh stainless steel vent screen
3. Repair the float/level indicator

### Mayes Way Tank

1. Install a 24-mesh stainless steel overflow screen
2. Install a 24-mesh stainless steel vent screen
3. Remove the spider assembly on the interior
4. Repair holes in the roof

\* The roof beams on the Mayes Way tank may need additional repair after blasting operations. Any additional roof beam repair costs will be negotiated with the City during the job.

This is **not** a 10 year contract but is a long term evergreen agreement that can be continued indefinitely. After the specified timeframe above, washouts must be performed every two years and visual inspections must be performed on an annual basis. **At a minimum, the exteriors must be painted every 8 years and the interiors painted every 12 years.**

All renovations in the future shall be performed according to the specifications listed above in this RFP. Should any tank experience premature coatings failure then the coatings must be repaired at once utilizing best practices including complete renovations of the existing surfaces utilizing the above specifications for no extra charge from the contractor.



## **SELECTION CRITERIA MATRIX**

**Contractor Name** \_\_\_\_\_

<b>Selection Criteria</b>	<b>Maximum Points Allowed</b>	<b>Points Awarded</b>
Qualifications and experience of the key personnel and company team members that will be involved in this project.	25	
Prior performance and interactions with the City of Manchester.	25	
Overall response quality and reference results	15	
Financial strengths, litigations, and ability to obtain the stated insurances	10	
Cost Proposal	25	
<b>Total</b>	<b>100</b>	

**Evaluator:** \_\_\_\_\_

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

**Comments:** \_\_\_\_\_

\_\_\_\_\_

## Pricing Submittal Form

Water Tank	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
250,000 Elevated - Macedonia										
200,000 Elevated - School										
200,000 Standpipe - Mountain Ridge										
1,000,000 GST - Mayes Way										
200,000 Elevated - Goode Plant										
<b>Totals</b>										

Maximum annual inflation  
% after first 10 years

10 Year Total

**\* This is a 10 year snapshot of pricing but the contract can be continued indefinitely. Fill in the maximum inflation % increase per annum for the City to determine future fees (after the 10 years) under the maintenance agreement. The fees shown in the first 10 year pricing schedule should include inflation.**

## **INSURANCE REQUIREMENTS**

Insurance coverage specified herein constitutes the minimum requirements and said requirements shall in no way lessen or limit the liability of the Firm under the terms of the Contract. The Firm shall procure and maintain at their own expense any additional kinds and amounts of insurance that, in their own judgment, may be necessary for their proper protection in the prosecution of the work. The Firm shall carry insurance as prescribed herein and all policies shall be with companies which carry an AM-Best financial rating at minimum of (A-).

If a part of this Contract is sublet, the Firm shall require each subfirm to carry insurance of the same kinds and in like amounts as carried by the prime Firm.

Certificates of insurance shall state that ten [10] days written notice will be given to City Officials before the policy is changed. No Firm or subfirm will be allowed to start any work on this contract until certificates of all insurance required herein are filed and approved by City Officials. The certificates shall show the type, amount, class of operations covered, effective dates, and the dates of expiration of policies. In addition, the certificates shall name the **City of Manchester** as additional insured.

The Firm shall secure and maintain in effect for the period of the Contract and pay all premiums for the following kinds and amounts of insurance.

### **A. Workman's Compensation and Employer's Liability Insurance**

This insurance shall protect the Firm against all claims under applicable State Workmen's Compensation Laws. The Firm shall also be protected against claims for injury, disease, or death of employees, which, for any reason, may not fall within the provisions of a Workmen's Compensation law. The liability limits shall not be less than the required statutory limits for Workmen's Compensation and Employer's Liability in the amount of One Hundred Thousand Dollars [\$100,000] for each person. This policy shall include an "all status" endorsement.

### **B. Firm's Comprehensive Public Liability and Property Damage Insurance**

This insurance shall cover all operations in connection with the performance of this Contract in amounts not less than the following. Bodily injury liability in the amount of Five Hundred Thousand Dollars [\$500,000] for each person and One Million Dollars [\$1,000,000] for each accident and property damage liability in the amount of Two Hundred Fifty Thousand Dollars [\$250,000] for all damages arising out of the injury or destruction of property in any one accident and subject to that limit per accident a total (or aggregate) limit of Five Hundred Thousand Dollars [\$500,000] for all damages arising out of injury to or destruction of property during the policy period.

The Comprehensive Public Liability and Property Damage Policies carried by both the prime and the subfirms shall contain an endorsement to include the coverage of the following hazards:

- [1] Explosion collapse, and underground property damage to include any damage or destruction of property below the surface of the ground such as wires, conduits, pipes, mains, sewers, etc., caused by the Firm's operations.
- [2] The collapse of or any structural injury to any building, structure, or

property on or adjacent to the **City of Manchester** operations in the removal of other buildings, structures, or supports, or by excavation below the surface of the ground.

[3] Contractual Liability Coverage for the "Hold Harmless" segments of the Contract Documents.

**C. Firm's Contingent or Protective Liability and Property Damage**

In case part of this Contract is sublet, the Firm shall secure contingent or protective liability and property damage insurance to protect him from any and all claims arising from the operation of his subfirms in the execution of work included in the Contract. In no case shall the amount of such protection be less than the limits of \$500,000/\$1,000,000 for Public Liability Insurance and \$250,000/\$500,000 for Property Damage Insurance. The coverage in each case shall be acceptable to the **City of Manchester**.

**D. Automotive Public Liability and Property Damage**

The Firm shall maintain automobile public liability insurance in the amount of not less than \$250,000 for injury to one person and \$500,000 for one accident; and automobile property damage insurance in the amount of not less than \$250,000 for one accident to protect him from any and all claims arising from the

use of the following:

- [1] Firm's own automobile and trucks.
- [2] Hired automobiles and trucks.
- [3] Automobiles and trucks owned by subfirms.

The aforementioned is to cover use of automobiles and trucks on and off the site of the project.

**E. Owner's Protective Liability Policy**

The Firm shall maintain Owner's Protective Liability Insurance with the **City of Manchester**, and their servants, agents, and employees as additional insured in amounts not less than the following:

- [1] Bodily injury in the amount of FIVE HUNDRED THOUSAND DOLLARS [\$500,000] for each person and ONE MILLION DOLLARS [\$1,000,000] for each accident, and property damage liability in the amount of TWO HUNDRED FIFTY THOUSAND DOLLARS [\$250,000] for all damages arising out of any injury or destruction of property in any one accident and subject to that limit per accident a total (or aggregate) limit of FIVE HUNDRED THOUSAND DOLLARS [\$500,000] for all damages arising out of injury to or destruction of property during the policy period.

**F. Pollution Liability Policy**

The Firm shall maintain Pollution Liability Insurance with the **City of Manchester**, and their servants, agents, and employees as additional insured in amounts not less than \$2,000,000.