



Town of East Lyme

Water Department

PO Box 519

Niantic, CT 06357

REQUEST FOR QUALIFICATION/ PROPOSAL (RFQ/P)

The East Lyme Water and Sewer Commission is soliciting proposals for the removal and replacement/installation of residential, commercial, and industrial water revenue meters. The scope of the project and the technical requirements are contained within this Request for Proposal.

The East Lyme Water and Sewer Department will receive and protect sealed qualifications and proposals for the **AMI Water Meter Replacement Program until 2:00 P.M. on April 10, 2019, at which time the qualification portion of the RFQ/P will be publicly opened.** All proposals are to be delivered to the East Lyme Water Department, PO Box 519, 108 Pennsylvania Ave, Niantic, CT 06357.

Bid surety in the form of cash, certified check or bid bond in the amount of five percent (5%) of the total bid is required at the time of bid.

Copies of the RFQ/P Documents may be downloaded from the following websites:

<http://www.eltownhall.com> RFQ/P Section of Public Works

<http://das.ct.gov>

Questions regarding this RFQ/P must be submitted in writing no later than 4:00 P.M. on April 1, 2019, to Bill Scheer at Bscheer@eltownhall.com or by facsimile to (860)739-6930.

The proposer with the highest overall ranking including cost consideration will be considered as the low, responsive and responsible/qualified candidate for this project. (See specifications for details)

No Proposer may withdraw its proposal within 3 days of the proposal opening date. Should there be reasons why the contract cannot be awarded within the specified time, the time may be extended by mutual agreement between the Town of East Lyme and the designated, low, responsive and responsible/qualified proposer

The East Lyme Water and Sewer Department referred to as the "Town" reserves the right to accept or reject any and all proposals, in whole or in part, to waive technical defects, minor irregularities and omissions if, in its judgment, the best interests of the East Lyme Water Department will be served.

All Proposers must submit an original copy of their proposal in (2) sealed envelopes bearing the name and address of the Proposer and the RFQ/P number.

The Town of East Lyme is an Equal opportunity employer. Responding Proposers must ensure that employees and applicants for employment are not discriminated against because of their race, color, religious creed, age, marital status, national origin, ancestry, sex, gender identity or expression, intellectual disability, mental disability or physical disability, including, but not limited to, blindness, unless it is shown by such Proposer that such disability prevents performance of the work involved.

Any contract awarded under this Request for Qualification/Proposal is expected to be funded by a loan from the State of Connecticut Drinking Water State Revolving Fund and will be subject to requirements of Subsections (h), (i), and (o) of Section 22a-482-4 of the RCSA [RCSA Sections 22a-482-4(i)9(A)]. The State of Connecticut will not be party to this RFQ/P or any resulting contract.

This project is subject to Disadvantaged Business Enterprise (DBE) requirements. The requirement for DBE

subcontractor participation, expressed as a percentage of the Total eligible contract amount shall be a minimum of 8.0 percent with the following makeup. (MBE 3.0 percent & WBE 5.0 percent).

The project may be modified prior to proposal opening. Any modifications will be addressed in addenda. Addenda to RFQ/P documents may be issued up to five days prior to proposal opening, posted, and emailed to candidates who have obtained project documents. Proposals may be withdrawn prior to bid opening until 3 days before bid opening, but they may not be resubmitted.

All Proposers must submit an original copy of their proposal in (2) sealed envelopes bearing the name and address of the Proposer and the RFQ/P number:

Envelope #1: Technical Proposal contains Executive Summary, Corporate Overview and Project Team, Project Management Plan, Required Documents (Non-Collusion Affidavit, Non-Discrimination in Employment Form, East Lyme Water and Sewer Safety Guidelines Acknowledgment, Proposer's Company Safety Policies/Procedures, OSHA violations if applicable for previous 5 years, Signed Clean Water Fund Memorandum, DPH DBE subcontractor form, Professional licenses held if applicable, warrantee for labor and installation).

Envelope #2: Cost Proposal form completely filled out and totaled, and Bid Bond.