

Request for Proposals

Due 5/15/19 at 5:00pm

March 20, 2019

Version 1.1

Background:

Tooley Water District has received a grant from Business Oregon to conduct a leak study and asset plan of its water system. The purpose of the grant is to address the immediate issue of ongoing system leaks and help determine a path forward to address those issues. Secondly, the plan must identify and explain the current system components/assets and maintenance, and describe options for how to finance future system repair and redevelopment.

Budget for this project is as follows:

Asset Mapping: Not to exceed \$12,500.

Leak Detection: Not to exceed \$7,500.

Tooley Water District is seeking proposals from qualified vendors for fulfilling the above listed requirements.

Tooley Water District will discard any proposals that do not fit within the above listed budget.

The Tooley Water District board will vote upon the best proposal as provided by qualified candidates.

There will be one physical on-site meeting and two virtual Cisco webex Meetings scheduled where potential vendors can discuss requirements with a Tooley Water District representative.

These meetings are optional.

Physical onsite meeting: Thursday 4/11/19 10:00am – Noon.

Location: 4753 Adeline Way, The Dalles, OR 97058

Virtual Meeting 1:

Friday 4/19/19 10:00am

Cisco Webex – Meeting to be setup. All potential vendors on contact list will be notified.

Virtual Meeting 2:

Wednesday 5/8/19 10:00am

Cisco Webex – Meeting to be setup. All potential vendors on contact list will be notified.

Proposals Due:

Wednesday May 15 at 5:00pm.

To be sent to johnamery@tooleywater.org

A receipt notification will be emailed back regarding all received proposals.

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How to get on RFP contact list

All requests should be made in writing to johnamery@tooleywater.org

A response will be provided that your request was received.

If you do not receive a response that your request was received you can call 541-340-0032 to work out any potential communication failures.

Emails from potential vendors regarding RFP

A list of all questions by potential vendors will be kept by Tooley Water District.

All questions and their responses will be provided to the complete list of all potential vendors.

Tooley Water District Goals

Tooley Water District has some specific goals we would like to achieve of this project. However we recognize that we are not experts and do not want to overlook the possibility of better solutions being presented by qualified vendors.

The following represents Tooley Water Districts Goals in this project:

1. Contractor to locate all valves, meters, access points, pumps and associated systems.
2. Contractor to physically inspect and document all located assets for signs of leaks and wear.
3. Contractor to provide opinion of likely available lifespan of all documented items. All documentation to be provided in a spreadsheet format with GPS coordinates, description of item, and associated notes regarding lifespan along with any recommendations regarding item.
4. Contractor to locate all underground system conduit (estimated around 6,500 ft). Methods to locate may include potholing, GPR, and/or other locating methods. +/-4 cm level accuracy hoped/expected. Visual verification of underground conduit every 100'. Regarding potholing; In the event potholing 100' from previous known location does not locate expected conduit then contractor might attempt to cut distance in half and attempt potholing again with repetition of this technique until conduit is located. Additional documentation regarding depth below surface of tooley facilities at each potholed location should be maintained.
5. Contractor to place markers approximately every 100 feet directly above located conduit. Markers to be placed should be similar to <https://shop.fricknet.com/soil-markers.aspx>. It is not expected to place markers in pavement or other similarly challenged areas however if possible offset markets should be utilized (documenting the distance and method of angle from the offset marker to the actual location of Tooley facilities). Additionally, any markers to be placed on high traffic gravel roads may be candidates for utilizing offset markers .
6. Contractor to acquire and document gps coordinates of all identified assets as well as all placed markers utilizing survey grade GPS equipment for long term asset documentation.

Once all assets have been identified contractor is to move forward with the leak detection process.

Currently Tooley Water District system runs around approximately 30% system water loss. 10% is regarded as an industry target.

Contractor to follow proper customer notifications for any planned outages

- 1) Contractor to place flow meters at all pump and reservoir egresses.
- 2) In early morning hours (when system usage should be near zero) Contractor to shut down each leg of system independently and measure the loss in each leg.

Following this methodology contractor will place additional meters in line to narrow down the leak(s) location(s) until all primary system leak(s) are located.

Once leak locations are identified, strategies and estimates resolving leaks (via written report) should be identified for future improvement projects. Goal is to develop a plan to get below 10% system wide loss.