TOWN OF LEDYARD
CONNECTICUT
WATER POLLUTION CONTROL AUTHORITY

WATER AUDIT
AND
COMPREHENSIVE LEAK DETECTION SURVEY

FEBRUARY 2020

The Town of Ledyard, Water Pollution Control Authority, invites leak detection consultants to submit a quotation for performing a Water Audit and Leak Detection Survey on our water distribution system. Quotations must be received or delivered to the City of Groton, Department of Utilities no later than 1:00PM, on Thursday, March 26, 2020.

The required Bid Form and Specifications may be obtained at the City of Groton, Department of Utilities, Project Management Section, Water Division, 1240 Poquonnock Road, Groton Connecticut 06340, between 8:00 A.M. and 3:00 P.M. Monday through Friday.

The Department reserves the right to accept any quotation, in whole or part, or reject any and all quotations, without regard to fee, which is deemed to be in the best interest of the Town of Ledyard, Water Pollution Control Authority.

The Town of Ledyard WPCA and Groton Utilities will take into consideration the following general items:

1. Experience and reputation of the consultant.
2. Project organization and quality of approach.
3. Quality of detection equipment.
4. Project cost.

The Consultant shall provide the Groton Utilities with the following information:

1. Complete description of tasks to be performed and project approach.
2. Estimated man-hours, per category of personnel for each task.
3. Fee estimate.
4. Statement of experience and references for similar projects recently completed.
5. Descriptive literature on the leak-detection equipment package to be furnished to the Groton Utilities.

The Town of Ledyard, Water Pollution Control Authority owns a water distribution system consisting of approximately 46 miles of water main, ¾-in. to 16-in. diameter, and approximately 362 hydrants and 888 gate valves. There are approximately 1,550
customer’s services in the water system. The system consists of pressures ranging from 25 psi to 130 psi. System average daily use is approximately 150 thousand gallons per day. This water distribution system is currently operated by the Groton Utilities.

Distribution system piping includes polyvinyl chloride, cast-iron, and ductile-iron pipe.

**SUBMISSION INFORMATION**

All submissions should be addressed to the following:

- **Regular Mailing Address:**
  
  City of Groton  
  Department of Utilities  
  295 Meridian Street  
  Groton, CT  06340  
  Attn: Michael Weber

- **Federal Express or UPS**
  
  City of Groton  
  Department of Utilities  
  1240 Poquonnock Road  
  Groton, CT 06340  
  Attn: Michael Weber

**SCOPE OF SERVICE PROVIDED BY CONSULTANTS**

At a minimum the leak detection consultant upon award of the contract shall perform the following tasks:

1. Meet with Department personnel to discuss the project approach.
2. Review the distribution system map and identify locations of large transmission mains, heavy traffic areas and older more susceptible mains.
3. Review available water production and consumption data including fire hydrant use and perform a comprehensive Water System Audit that conforms to the recommended practices of the American Water Works Association (AWWA).
4. Develop a leakage survey plan to identify areas that are to be given priority.
5. Conduct a survey over approximately 46 miles of water main of the distribution system using existing hydrants, valves and curb stops, where necessary, with electronic direct contact equipment or an equivalent. An existing leak location will be confirmed and pinpointed by using an electronic leak correlator.
6. Estimate the size of each leak located in gallons per minute and submit a daily and weekly report including a sketch for each leak detected with the estimated underground location. All leaks repaired during the survey will be re-
checked for any additional leakage. All leak locations will be shown on the water distribution map and marked in the field.
7. All high traffic areas of the distribution system shall be surveyed during the nighttime hours.
8. A daily Leak Detection Survey log shall be prepared. In addition, a tabulation of all leaks detected shall be prepared.
9. All leaks shall be reported to the Groton Utilities on a daily basis. Leaks repaired upon detection shall be noted.
10. Prepare and submit three hard copies and an electronic copy of the final report, listing the leakage located according to the type and estimated leakage. This report will also include the master distribution plan with all leak locations identified and individual leak location sketches.

CLASSIFICATION OF LEAKS

The consultant shall classify all leaks encountered as follows:

Class I: Leaks greater than 15,000 GPD. Which are hazardous in terms of potential underground washouts, possibly resulting in surface collapse, encroachment and/or damage to nearby utilities, commercial and private properties or leaks that indicate leakage to be severe enough to warrant immediate repairs by the Town of Ledyard WPCA.

Class II: Leaks between 5,000 GPD. and 15,000 GPD., which display water losses which would be significant enough to be placed on a regular repair schedule.

Class III: Leaks less than 5,000 GPD. Which should be repaired as time permits.

COOPERATION BY THE GROTON UTILITIES

The Groton Utilities will be responsible for: general supervision and assistance; to provide maps and records on the water distribution system; valves, hydrants and services.

INSURANCE REQUIREMENTS FOR CONTRACTORS

Prior to the execution of any contract, the Town of Ledyard requires that any awarded contractor providing materials, equipment or services to the Town, must provide to the Town a certificate of insurance (Acord or other approved format) naming the Town of Ledyard as additional insured, for the following:

(Minimum Limits)

<table>
<thead>
<tr>
<th>Insurance Type</th>
<th>Each Occurrence</th>
<th>General Aggregate</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Liability</td>
<td>$1,000,000</td>
<td>$2,000,000</td>
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</tbody>
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## Products/Completed Operations Aggregate

<table>
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<tr>
<th>Coverage Type</th>
<th>Limit</th>
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<tbody>
<tr>
<td>Products/Completed Operations Aggregate</td>
<td>$2,000,000</td>
</tr>
<tr>
<td>Auto Liability</td>
<td></td>
</tr>
<tr>
<td>Combined Single Limit</td>
<td>$1,000,000</td>
</tr>
<tr>
<td>Each Accident</td>
<td>$1,000,000</td>
</tr>
<tr>
<td>Professional Liability</td>
<td></td>
</tr>
<tr>
<td>Each Claim or Each Occurrence</td>
<td>$1,000,000</td>
</tr>
<tr>
<td>Aggregate</td>
<td>$3,000,000</td>
</tr>
<tr>
<td>Umbrella (Excess Liability)</td>
<td></td>
</tr>
<tr>
<td>Each Occurrence</td>
<td>$5,000,000</td>
</tr>
<tr>
<td>Aggregate</td>
<td>$5,000,000</td>
</tr>
</tbody>
</table>

Any subcontractor to a contracted firm shall be likewise covered, and shall furnish certificates of coverage acceptable to the Town before starting work.

### TIME FOR COMPLETION

The Contractor will be required to complete the work within 90 consecutive calendar days from the date of the Notice to Proceed or Purchase Order.

Groton Utilities will receive sealed bids at the Office of the Department of Utilities, Project Management Section, Water Division, 1240 Poquonnock Road, Groton, Connecticut 06340, until 1:00 P.M. prevailing time on Thursday, March 26, 2020 at which time they will be publicly opened and read aloud.
Reference Information

The Bidder offers the following information as evidence of his qualifications to perform the work.

1. Have been in business under the present name of ____________________________________________________ for ________________ years.

2. Ever failed to complete any work? ________________________________________________________________
   If so, where and why? ________________________________________________________________

3. List three recent similar projects which were completed by your firm as the principal Contractor
   a. Project__________________________Contact Person____________________
      Owner_________________________Telephone__________________________
      Amount of Contract________________________

   b. Project__________________________Contact Person____________________
      Owner_________________________Telephone__________________________
      Amount of Contract________________________

   c. Project__________________________Contact Person____________________
      Owner_________________________Telephone__________________________
      Amount of Contract________________________

_______________________________________     _____________________________________
Company Name Signature
_______________________________________     _____________________________________
Print or Type Name Telephone
_______________________________________     _____________________________________
Address Date
TOWN OF LEDYARD, CONNECTICUT
WATER POLLUTION CONTROL AUTHORITY

LEAK DETECTION SURVEY
FEBRUARY 2020

REQUIRED QUOTATION FORM

PROPOSAL

The Undersigned Bidder, having familiarized himself with the conditions and requirements that affect the cost of the work described in the Specifications and drawings, will provide all labor, materials, tools, machinery, equipment and other necessary items specified or needed to complete the work within the contract period.

The undersigned hereby declares that in regards to all conditions affecting the work to be done and the labor and materials required, this Quotation (Proposal) is based on his investigations and findings and the Owner and their officers, agents and employees shall not in any manner be held responsible for the accuracy of, or be bound by, any estimates and conditions relative to the proposed work, indicated in this or in the other contract documents.

TOTAL COST  $________________________

_______________________________________     _____________________________________
Company Name                         Signature

_______________________________________     _____________________________________
Print or Type Name                    Telephone

_______________________________________     _____________________________________
Address                                Date

Pages 1-5 must be returned with Quotation