

REQUEST FOR SERVICES

PRIVATE ONSITE WASTEWATER TREATMENT SYSTEMS (POWTS) PUMPING SERVICES

for the

SAGINAW CHIPPEWA INDIAN TRIBE OF MICHIGAN ISABELLA INDIAN RESERVATION ISABELLA, ARENAC, CLARE, MIDLAND & MISSAUKEE COUNTIES, MICHIGAN

IHS Project No. BE-13-J23

SEPTEMBER 2014

- I. General Information: The Saginaw Chippewa Indian Tribe of Michigan (SCIT) is soliciting proposals for the septic tank pumping of 61 POWTS sites owned by Tribal Members on the Isabella Indian Reservation and in the following five counties of Isabella, Arenac, Clare, Midland & Missaukee, MI. These POWTS sites include individual scattered residential housing sites, Tribal Organization sites and Tribal Government sites.

Maps showing the general location of the project area are attached. An address listing of the current septic systems that have been identified for this project is also attached. It is expected that additional sites may be added to this project in the future. As more sites are identified for this project, additional location maps/address lists will be provided, and prices for the additional sites will be agreed upon via a change order.

The septic tank pumping will take place in conjunction with septic system inspections to be completed by the Central Michigan District Health Department (CMDHD).

- II. Bidding Information
The bids must be received in a sealed envelope and clearly marked on the outside "Bid for POWTS Project". Emailed bids **will not** be accepted. Bids must be delivered by mail or in person to:

Don Seal
Community Engineer
Saginaw Chippewa Indian Tribe
Planning Department
7070 E. Broadway
Mt. Pleasant, MI 48858

Sealed bids are due by **2:00 p.m., (Local Time) Friday, September 19, 2014**. Bids submitted after this time will not be accepted. Submitted bids will be opened and reviewed within 7 business days. Incomplete Bid Packages will be considered non-responsive.

For any questions regarding this project contact:

Don Seal – Community Engineer
7070 E. Broadway
Mt. Pleasant, MI 48858
989-775-4151 (Business Phone)
dseal@sgchip.org

For additional information on the work to be completed contact:

Lorenzo Santana, P.E., Field Engineer
Indian Health Service
2847 Ashmun St, Suite #1
Sault Ste Marie, MI 49783
(906) 632-3151
lorenzo.santana@ihs.gov

III. Quote

The quote must include the following:

- A. Completed Bid Schedule (See attachment)
- B. Documentation of Qualifications (See Section V)
- C. Certificate of Insurance
- D. Documentation of Indian Preference (If applicable)

IV. Contract Time

Contract Start Time: Work may begin as soon as the contract is executed between the Contractor and the Tribe.

Contract End Time: November 30, 2015

V. Qualifications:

- A. Contractor must have a valid certification for pumping septic systems in the State of Michigan.
- B. A valid septic pumping certification must be submitted with the bid.

VI. Contractor Responsibilities and Coordination Efforts with the CMDHD

- A. The Contractor will be responsible for coordination with the CMDHD on a daily basis regarding the schedule for pumping and inspecting.

- B. The Contractor shall provide all tools and materials necessary to complete the pumping.
- C. The Contractor will locate the septic tank(s) and lift tanks(s) with assistance from the CMDHD.
- D. The Contractor will expose/remove the septic tank covers before the pumping and will replace the septic tank covers after the inspection by the CMDHD.
- E. The Contractor will report any unsafe conditions to the homeowner and Tribe immediately. This might include septic tanks in danger of collapse, septic tanks without covers or covers that are deteriorated and in danger of collapse, etc.
- F. The Contractor is to replace covers/risers that can't be safely secured. Contractor to perform necessary repairs to deteriorated covers, risers, etc that accidentally break during the pumping and inspection services. Contractor to assure that tank(s) are safely secured before leaving the site.
- G. The Contractor will take care to minimize damage to yards and property.
- H. The Contractor shall not drive the pumper truck onto lawns or yards of the homeowner's property. The Contractor shall pump the tanks from the main road, right of way or driveway of the homeowner.
 - i. Minor tire ruts caused by pumping equipment in driveways will be the responsibility of the homeowner to repair.
 - ii. Any small holes from digging to remove septic tank covers will be filled in by the Contractor. Topsoiling, seeding and mulching of these areas will be the responsibility of the homeowner.
 - iii. Any other damage will be the responsibility of the Contractor.
 - iv. The Contractor shall be liable for any damages to the homeowner property including landscaping, fencing, vehicles, septic tank, tank covers, etc.
- I. Homeowner to provide water to rinse out tanks or liquefy septage in tanks for pumping (if necessary).

VII. CMDHD Responsibilities and Coordination Efforts with the Contractor

- A. The CMDHD will provide an overview map and general information/addresses to the Contractor of all the sites to be pumped and inspected. This map and addresses will be updated as new sites are identified.
- B. The CMDHD and the awarded Contractor will work mutually together to come up with a daily, weekly and/or total duration project schedule. (This will be dependent on CMDHD available work staff, the number of pumper trucks that the Contractor can dedicate to this project and also the pumping, hauling, disposal and return time for the proposed sites.)
- C. The CMDHD will designate the start and end times of each day. It is anticipated that work hours will be from 8:00 am to 4:00 pm, Monday through Friday, unless otherwise agreed to by CMDHD and the contractor.
- D. The CMDHD will assist in locating and coordinating access to the septic tank(s) and lift tank(s) on each property.
- E. The CMDHD will have up to (2) inspectors working concurrently on nearby sites and will direct the contractor on the sequence of tanks to be pumped.
- F. The CMDHD will be responsible for performing the inspections of the systems and

for completing an inspection report for each system.

- G. The CMDHD will coordinate with the contractor at the end of each day to take an inventory of the # of tanks pumped for the day.
- H. The CMDHD will notify homeowners at least a week in advance of when pumping and inspection is to take place on their POWTS and request that dogs/pets be restrained during this time frame.

VIII. Indian Preference

An Indian Preference of 5% will be used in selecting the contractor for this Work. If the Bidder is eligible for Indian preference, documentation of tribal affiliation and ownership of the bidding enterprise must be provided with Bid.

IX. Restrictions on Liens

In accordance with IHS requirements, the CONTRACTOR is hereby notified that state lien laws do not apply on Federal trust land.

X. Dispute Resolution

This Agreement shall be construed in accordance with and governed by the laws of the Saginaw Chippewa Indian Tribe. In the absence of tribal law on point, federal law shall apply and, in the absence of federal law, the laws of the State of Michigan shall govern.

XI. Other Stipulations

The Indian Health Service is the engineer for this project, however, this is not a Federal contract. The Saginaw Chippewa Indian Tribe is responsible for compliance with and enforcement of the contract.

The Contractor shall comply with all Tribal regulations related to the completion of the work.

The contract award shall be made as soon as possible after bids are received. The requested services shall be completed by November 30, 2015.

XII. Method of Measurement and Basis for Payment

Payment will be made based on the unit prices in the bid schedule for each site pumped.

Payment for the unit prices in the bid schedule includes full compensation for:

- A. Coordination with the Central Michigan District Health Department Inspector(s) related to daily scheduling and pumping of tanks.
- B. Travel to and from each site
- C. Locating septic and lift tank(s)
- D. Removal/replacement of tank covers/risers
- E. Pumping septic and lift tank(s)
- F. Obtaining necessary approvals for disposal of septic waste at approved MDEQ wastewater disposal facilities.
- G. Proper and safe pumping, hauling and disposal of septic waste according to MDEQ permit and regulations.

An allowance will be given to make emergency safety repairs at sites as necessary to properly and safely secure tank covers.

The contractor shall track the number and location of tanks pumped and will provide invoices for each tank pumped

It is anticipated that most of the non-residential tanks are between 2,500 gallons and 1,300 gallons and that most of the residential tanks are 1,300 gallons or less.

XIII. Attachments:

Bid Schedule
Overview Map of POWTS Sites