

# **Requests for Bids**

## **Lead Service Line Inventory**

The City of Versailles, Missouri requests a bid proposal for services to complete a lead service line inventory. The scope of required services is described below. The completed lead service line inventory spreadsheet should adhere to 40 CFR 141.84. Funding for the project is through the Missouri Department of Natural Resources' Financial Assistance Center and local sources. The City has an estimated 841 service lines that must be surveyed. Information provided to the City must include at a minimum:

1. The capacity and capability of the firm to complete the lead service line inventory;
2. The specialized experience and technical competence of the firm with respect to lead service lines;
3. The past record of performance of the firm with respect to such factors as control of costs, quality of work and ability to meet schedules and deadlines;
4. The firm's proximity to and familiarity with the area in which the project is located;
5. References from previous clients of related work with the firm;
6. The firm's ability to meet all requirements regarding the Missouri Department of Natural Resources guidelines.

### **Scope of Services**

#### **Records Review:**

Reviewing available records to determine the presence, absence, or likelihood of lead in service lines. Records to review may include, but are not limited to: Construction records, building codes or ordinances, As-Built Drawings, Record Drawings, system maps, specifications from previous infrastructure projects, construction contracts, meter, or service line replacement records, etc.

Outreach efforts with the general public including drafting inventory-related documents to inform the public, disseminating door hangers, speaking with private home owners, etc.

#### **In-Field Verification:**

Potholing or excavating (mechanical or vacuum) service lines to determine the material present.

Internal or external CCTV investigation of service line material.

Water Quality Sampling

Visual inspection of service lines.

#### **Administrative:**

Completion and Submission of the Missouri Department of Natural Resources Lead Service Line Inventory Spreadsheet, by October 16, 2024, or sooner.

Creating hardcopy and/or GIS maps indicating location and details of surveyed service lines.

Assistance with preparing grant reimbursement requests.

Attending limited board or council meetings to report on Inventory progress.

The above information, including price for the above services, must be received no later than 4:00 p.m. February 9, 2024. All sealed bids should be mailed to the attention of Libby Webb, City Clerk at 104 North Fisher Street, Versailles, MO 65084 with "Lead Service Line Inventory" prominently printed on the packet. Any bids received after this date will not be accepted and will be returned to the vendor. Bid opening will be at 9:00 a.m. on Monday, February 12, 2024.

For more information, contact City Clerk, Libby Webb at 573-378-4634.

The City of Versailles is an Equal Opportunity Employer and invites the submission of proposals from minority and women-owned businesses and disadvantaged business enterprises.