

**BILL NO. S-14-07-01**

**SPECIAL ORDINANCE NO. S-\_\_\_\_\_**

AN ORDINANCE approving CONTRACT FOR  
2014 LARGE DIAMETER INTERCEPTOR  
SEWER & SIPHON INSPECTION - W.O. #75993  
between R&R VISUAL, INC. and the City of Fort  
Wayne, Indiana, in connection with the Board of  
Public Works.

**NOW, THEREFORE, BE IT ORDAINED BY THE COMMON  
COUNCIL OF THE CITY OF FORT WAYNE, INDIANA:**

**SECTION 1.** That the CONTRACT FOR 2014 LARGE  
DIAMETER INTERCEPTOR SEWER & SIPHON INSPECTION - W.O.  
#75993 by and between R&R VISUAL, INC. and the City of Fort Wayne,  
Indiana, in connection with the Board of Public Works, is hereby ratified, and  
affirmed and approved in all respects, respectfully for:

All labor, insurance, material, equipment, tools, power,  
transportation, miscellaneous equipment, etc., necessary  
for: this proposed sanitary sewer project consists of sonar  
and televising of approximately 60,000 linear feet of the St.  
Mary's and St. Joe interceptor sewers and approximately  
5000 linear feet of siphon sewer inspection:

involving a total cost of TWO HUNDRED SEVENTY THOUSAND, SIX  
HUNDRED TWENTY-NINE AND 30/100 DOLLARS - (\$270,629.30). A copy  
of said Contract is on file with the Office of the City Clerk and made available  
for public inspection, according to law.

**SECTION 2.** That this Ordinance shall be in full force and effect from and after its passage and any and all necessary approval by the Mayor.

\_\_\_\_\_  
Council Member

APPROVED AS TO FORM AND LEGALITY

\_\_\_\_\_  
Carol Helton, City Attorney



SERVICE AGREEMENT: \_\_\_\_\_

|                                                   |                     |                                                           |     |
|---------------------------------------------------|---------------------|-----------------------------------------------------------|-----|
| SUPPLIER NAME<br>R&R Visual, Inc.                 |                     | CITY DEPARTMENT<br>City Utilities Engineering             |     |
| STREET ADDRESS<br>1828 W. Olson Rd.               |                     | STREET ADDRESS<br>200 East Berry St., Suite 250           |     |
| CITY, STATE, ZIP CODE<br>Rochester, Indiana 46975 |                     | CITY, STATE, ZIP CODE<br>Fort Wayne, Indiana 46802        |     |
| ATTENTION<br>Bryan Benn                           |                     | INVOICE ADDRESS<br>Same as above                          |     |
| TELEPHONE<br>800 776 5653                         | FAX<br>574 223 7953 | CITY, STATE, ZIP CODE                                     |     |
| REMIT-TO ADDRESS                                  |                     | ATTENTION<br>Eric Steinman                                |     |
| CITY, STATE, ZIP CODE                             |                     | TELEPHONE<br>Direct: 260 427 2689<br>Office: 260 427 5066 | FAX |

| Service Description                                                                                    | Rates        |
|--------------------------------------------------------------------------------------------------------|--------------|
| Sonar and CCTV the St. Mary's Interceptors, St. Joe Interceptor, and remaining siphons throughout City |              |
| Aggregate Price                                                                                        | \$270,629.30 |

The following Attachments are part of this Agreement:

Attachment A – Bid Schedule  
Attachment B – Scope of Work

|                                                    |
|----------------------------------------------------|
| SERVICE ADDRESS<br>200 East Berry St., Suite 250   |
| CITY, STATE, ZIP CODE<br>Fort Wayne, Indiana 46802 |
| AGREEMENT START DATE<br><b>Once Approved</b>       |
| AGREEMENT END DATE<br><b>February 28, 2015</b>     |

This Agreement is entered into between Supplier and the City as of Fort Wayne, 2014. The additional terms and conditions on the reverse side hereof are part of this Agreement. Capitalized terms on this page are used as defined terms when the context so requires. The City may extend the Contract at its option, for an equivalent period, by written notice to the Supplier not less than thirty days prior to the expiration date.

SUPPLIER:

CITY OF FORT WAYNE:

|                              |                                 |
|------------------------------|---------------------------------|
| By (Signature):<br>          | By (Signature):<br>             |
| Printed Name:<br>Bryan Benn  | Printed Name:<br>ERIC STEINMAN  |
| Title:<br>Operations Manager | Title:<br>ENGINEERING ASSOCIATE |
| Date:<br>6-9-14              | Date:<br>6/16/14                |
| FEDERAL TAX ID NUMBER:       |                                 |

Approval of Service Agreement between the City of Fort Wayne and R&R Visual for Sonar and CCTV services for the City's sewer system.

**CITY OF FORT WAYNE, INDIANA**

**BOARD OF PUBLIC WORKS**

BY: \_\_\_\_\_  
Robert P. Kennedy, Chair

BY: \_\_\_\_\_  
Kumar Menon, Member

BY: \_\_\_\_\_  
Mike Avila, Member

ATTEST: \_\_\_\_\_  
Victoria Edwards, Clerk

DATE: \_\_\_\_\_

## ADDITIONAL TERMS AND CONDITIONS

1. **SERVICES.** Supplier agrees to perform the Services beginning on the Begin Date and continuing until the Services are completed. Supplier warrants that the Services will be completed on or before the End Date. **TIME IS OF THE ESSENCE.** Supplier warrants that all Services shall conform to the Service Description, be of good quality and workmanship, and be free from defects. Supplier further warrants that all goods furnished in connection with the Services shall be merchantable and suitably safe and sufficient for the purpose for which they are normally used. Supplier warrants that it has good title to goods supplied hereunder and that they are free of all liens and encumbrances. These warranties are in addition to those implied in fact or in law. For the purposes of this Agreement, the term "Services" shall include any goods furnished in connection with the Services.
2. **INVOICES.** Supplier shall invoice the City for Services performed according to the Rates, Billing Interval, and Invoice Address. Invoices shall be rendered in triplicate and shall itemize the Services performed, the Service Address, and the corresponding rates and taxes, if any. Payment shall be due within thirty (30) days after the invoice date or the date of completion of the invoiced Services, whichever occurs later, provided that the City shall not be obligated to make any payment to Supplier hereunder until Supplier has furnished proof satisfactory to the City of full payment for all labor, materials, supplies, machinery, and equipment furnished for or used in performance of this Agreement or has furnished all necessary waivers of lien supported by affidavits, all satisfactory to the City, establishing that all liens and rights to claim liens that could arise out of the performance of the Services have been waived. Payment of invoices shall not constitute acceptance of the Services, and invoices shall be subject to adjustment for defects in quality or any other failure of Supplier to meet the requirements of this Agreement. The City may at any time set off any amount owed by the City to Supplier against any amount owed by Supplier or any of its affiliated companies to the City.
3. **INDEPENDENT CONTRACTOR RELATIONSHIP.** City and Supplier are and shall remain as independent contractors with respect to each other. The persons provided by Supplier to perform the Services shall be Supplier's employees and shall be under the sole and exclusive direction and control of Supplier. They shall not be considered employees of the City for any purpose. Supplier shall be responsible for compliance with all laws, rules and regulations involving, but not limited to, employment of labor, hours of labor, health and safety, working conditions, and payment of wages with respect to such persons. Supplier shall also be responsible for payment of taxes, including federal, state and municipal taxes chargeable or assessed with respect to its employees, such as Social Security, unemployment, Workers' Compensation, disability insurance, and federal and state withholding. Supplier shall also be responsible for providing such reasonable accommodations, including auxiliary aids and services, as may be required under the Americans With Disabilities Act, 42 U.S.C. 12101 et seq., so as to enable any disabled person furnished by Supplier to perform the essential functions of the job. Supplier agrees to defend, indemnify, and hold harmless the City from and against any loss, cost, claim, liability, damage, or expense (including attorney's fees) that may be sustained by reason of Supplier's failure to comply with this paragraph.
4. **INDEMNITY.** Supplier shall defend, indemnify, and hold harmless the City (including its officers, employees, and agents) from all demands, damages, liabilities, costs, and expenses (including reasonable attorney's fees), judgments, settlements, and penalties of every kind arising out of its performance of Services including, without limitation, damages for personal injury or death or loss or damage to property due, or claimed to be due, to the negligence or willful misconduct of Supplier including such portion thereof due, or claimed to be due, to the negligence of the City except that Supplier shall have no duty to hold harmless the City for such portion of the foregoing proximately caused by negligence or misconduct of the City, and if any suit, claim, or demand was defended by Supplier, then the City will reimburse Supplier for its pro-rata share of its costs, expenses (including reasonable attorney's fees), and damages. The City may elect to participate in the defense of any suit, claim, or demand by employing attorneys at its own expense, without waiving Supplier's obligations to indemnify, defend, or hold harmless. Supplier shall not settle or compromise any claim, suit, or action, or consent to entry of judgment without the prior written consent of the City and without an unconditional release of all liability by each claimant or plaintiff to the City.
5. **LIMITATION OF LIABILITY.** Each party's liability to the other for any loss, cost, claim, liability, damage, or expense (including attorneys' fees) relating to or arising out of any negligent act or omission in its performance of obligations arising out of this Agreement, shall be limited to the amount of direct damage actually incurred. Absent gross negligence or knowing and willful misconduct which causes a loss, neither party shall be liable to the other for any indirect, special or consequential damage of any kind whatsoever.
6. **INSURANCE.** Supplier shall maintain in full force and effect during the performance of the Services the following insurance coverage; provided, however, that if a High Risk Insurance Attachment as attached hereto, the requirements of the High Risk Insurance Attachment shall be substituted in lieu of the following requirements:
 

|                                    |                                                              |
|------------------------------------|--------------------------------------------------------------|
| (a) Worker's Compensation          | per statutory requirements.                                  |
| (b) General Liability              | \$2,000,000 minimum per occurrence/<br>\$5,000,000 aggregate |
| (c) Automobile Liability           | \$1,000,000 minimum per occurrence                           |
| (d) Products Liability             | \$1,000,000 minimum per occurrence                           |
| (e) Completed Operations Liability | \$1,000,000 minimum per occurrence                           |

The Certificate of Insurance must show the City of Fort Wayne, its Divisions and Subsidiaries as an Additional Insured and a Certificate Holder, with 30 days notification of cancellation or non-renewal. All Certificates of Insurance should be sent to the following address:  
City of Fort Wayne Purchasing Department  
1 East Main Street, Rm 350  
Fort Wayne, IN 46802
7. **HAZARDOUS MATERIALS.** Supplier will provide to the City before performing any Services, a statement describing any Hazardous Materials intended and necessary for use in performing the Services. "Hazardous Materials" means any item which may be classified under federal, state, or local law, as hazardous or toxic. Supplier must comply with all federal, state, or local law in the use, transportation, and disposal of such Hazardous Materials.
8. **PROGRESS REPORTS.** The Supplier shall submit progress reports to the City upon request. The report shall serve the purpose of assuring the City that work is progressing in line with the schedule, and that completion can be reasonably assured on the scheduled date. This contract shall be deemed to be substantially performed only when fully performed according to its terms and conditions and any modification thereof.
9. **CONFLICT OF INTEREST.** Supplier certifies and warrants that neither it nor any of its directors, officers, agents, representatives or employees which will participate in any way in the performance of the Supplier's obligations hereunder has or will have any conflict of interest, direct or indirect, with the City of Fort Wayne or any of its departments, divisions, agencies, officers, directors or agents.
10. **CONFIDENTIALITY OF DATA, PROPERTY RIGHTS IN PRODUCTS, AND COPYRIGHT PROHIBITION.** Supplier further agrees that all information, data findings, recommendations, proposals, etc. by whatever name described and by whatever form therein secured, developed, written or produced by the Supplier in furtherance of this contract—shall be the property of the City. The Supplier shall take action as is necessary under law to preserve such property rights in and of the City while such property is within the control and/or custody of the Supplier. By this contract the Supplier specifically waives and/or releases to the City any cognizable property right of the Supplier to copyright, license, patent or otherwise use such information, data findings, recommendations proposals, etc.
11. **CONFIDENTIALITY OF CITY INFORMATION.** Supplier understands and agrees that data, materials, and information disclosed to Supplier may contain confidential and protected data. Therefore, the Supplier promises and assures that data, material, and information gathered, based upon or disclosed to the Supplier for the purpose of this contract, will not be disclosed to others or discussed with other parties without the prior written consent of the City.
12. **COMPLIANCE WITH LAWS.** Supplier warrants that the Services shall be in strict conformity with all applicable local, state and federal laws including, but not limited to, the standards promulgated by the Occupational Safety and Health Act, Executive Order 11246, as amended, relative to Equal Employment Opportunity and all other applicable laws, rules, and regulations, including the Civil Rights Act of 1964 pertaining to equal opportunity, Section 503 of the Vocational Rehabilitation Act of 1973, the American with Disabilities Act, Section 402 of the Vietnam Era Veterans Readjustment Assistance Act of 1974 and all applicable immigration laws and regulations including the 1986 Immigration Reform and Control Act et. seq. Supplier agrees to indemnify and hold harmless the City from and against any loss, cost, claim, liability, damage, or expense (including attorney's fees) that may be sustained because of Supplier's breach of such warranty.
13. **DEFAULT.** In the event that (a) Supplier breaches any warranty contained herein; (b) Supplier fails to provide the insurance certificate required herein; (c) Supplier or Supplier's insurance carrier fails to defend, indemnify, or hold harmless the City as required herein; (d) Supplier's performance of the Services violates applicable law; (e) Supplier admits insolvency, makes an assignment for the benefit of creditors, or has a trustee appointed to take over all or a substantial part of its assets; or (f) Supplier fails to perform or comply with any other provision of this Agreement, such failure, breach, or violation shall constitute a default under this Agreement.
14. **TERMINATION.** In the event of default by Supplier under this Agreement, the City reserves the right without liability, in addition to its other rights and remedies, to terminate this Agreement by notice to Supplier as to the portion of the Services not yet rendered and to purchase substitute services at Supplier's expense. Supplier shall reimburse the City for the cost of such substitute services upon Supplier's receipt of an invoice therefor.
15. **WAIVER.** No action or inaction by the City shall constitute a waiver of any right or remedy.
16. **CANCELLATION.** City may at any time cancel this Agreement in whole or in part for its sole convenience upon written notice to Supplier, and Supplier shall stop performing the Services on the date specified in such notice. The City shall have no liability as a result of such cancellation, except that the City will pay Supplier the Rates for completed Services accepted by the City and the actual incurred cost to Supplier for Services in progress. These payments shall not exceed the Aggregate Price.
17. **FORCE MAJEURE.** Neither party shall be liable to the other or responsible for nonperformance of any of the terms of this Agreement due to unforeseeable causes beyond the reasonable control and without the fault or negligence of such party, including, but not restricted to acts of God or the public enemy, acts of government, fire, floods, epidemics, quarantine restrictions, strikes, freight embargoes, or unusually severe weather.
18. **NOTICES.** All notices required or permitted to be made or given hereunder by one party to the other party shall be in writing and shall be deemed to have been given when hand delivered, or on the date stated on the receipt if deposited in the United States mail in certified form, postage prepaid with return receipt requested, and addressed to such other party at its Notice Address or at such other address as may be specified by such other party by written notice sent or delivered in accordance herewith.
19. **ASSIGNMENT.** Any assignment, in whole or in part, of Supplier's rights or obligation under this Agreement without the prior written consent of the City shall be void. Supplier shall not use subcontractors to perform any part of the Services without the prior written consent of the City.
20. **DISPUTE RESOLUTION.** The City shall be the sole judge of the quality of services. In the event of any dispute or disagreement between the parties either with respect to the interpretation of any provision of this agreement, or with respect to the performance of either party hereunder, the dispute shall be resolved by the Director of Finance and Administration and will not be subject to arbitration.
21. **ACCESS TO RECORDS.** The Supplier shall maintain all books, documents, papers, accounting records, and other evidence pertaining to the cost incurred. They shall make such materials available at their respective offices at all reasonable times during the contract period and for three (3) years from the date of final payment under the contract for inspection by the City or by any other authorized representative of city government. Copies thereof shall be furnished at no cost to the City if requested.
22. **NONDISCRIMINATION.** Pursuant to IC 22-9-1-10 and the Civil Rights Act of 1964, Supplier and its subcontractors shall not discriminate against any employee or applicant for employment in the performance of this contract. The Supplier shall not discriminate with respect to hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment, because of race, color, religion, sex, disability, national origin or ancestry. Breach of this covenant may be regarded as a material breach of contract. Acceptance of this contract also signifies compliance with applicable Federal laws, regulations, and executive orders prohibiting discrimination in the provision of services based on race, color, national origin, age, sex, disability or status as a veteran.
23. **MISCELLANEOUS.** If any provision of this Agreement is held to be invalid or unenforceable, the validity and enforceability of the remaining provisions shall not be affected. This Agreement shall be governed by the laws of the state of Indiana and shall be subject to the exclusive jurisdiction of the courts therein. This Agreement embodies the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior agreements and understanding, whether written or oral, and all contemporaneous oral agreements and understandings relating to the subject matter hereof. No agreement hereafter made shall be effective to modify or discharge this Agreement, in whole or in part, unless such agreement is in writing and signed by the party against whom enforcement of the modification or discharge is sought. The paragraph headings are for convenience only and are not intended to affect the interpretation of the provisions hereof. This agreement shall be binding on the parties hereto and their respective personal and legal representatives, successors and assigns.

## ATTACHMENT A

RFP #3755

5. Items # 9 through #19 -- This Work is for the use of CCTV/sonar for inspections of sewers 24 inch and larger in diameter and for elliptical sewers as described in the bid schedule. The payment for the footage of each sewer size and measured from the inside face of manhole to inside face of manhole. This shall be measured horizontally along the sewer line. This Work shall include all supervision, materials, equipment, stringing of the sewer segments, locating of manholes, uncovering manholes, winch setup, access and insertion of equipment, access requiring confined space entry, deployment of inspection equipment, removal and replacement of any bolt down manhole lids found, and all Work necessary to inspect the listed sewer segments.
  
6. Items #20 though #28 - This Work is for the use of CCTV for inspections of sewers 18 inch and larger in diameter as described in the bid schedule. The payment for the footage of each sewer size and measured from the inside face of manhole to inside face of manhole. This shall be measured horizontally along the sewer line. This Work shall include all supervision, materials, equipment, stringing of the sewer segments, locating of manholes, uncovering manholes, winch setup, access and insertion of equipment, access requiring confined space entry, deployment of inspection equipment, removal and replacement of any bolt down manhole lids found, and all Work necessary to inspect the listed sewer segments.

## 2.9 BID SCHEDULE

| ITEM # | DESCRIPTION                                        | ESTIMATED QUANTITY | UNIT | UNIT PRICE  | AMOUNT       |
|--------|----------------------------------------------------|--------------------|------|-------------|--------------|
| 1      | Mobilization and Demobilization (Not to Exceed 5%) | 1                  | LS   | \$          | \$           |
| 2      | Work Allowance (City Determined)                   | 1                  | LS   | \$5,000.00  | \$5,000.00   |
| 3      | Maintenance and Protection of Traffic              | 1                  | LS   | \$ 1,850.00 | \$ 1,850.00  |
| 4      | Sonar for 14" Siphon Barrels                       | 318                | LF   | \$6.00      | \$ 1,908.00  |
| 5      | Sonar for 16" Siphon Barrels                       | 60                 | LF   | \$6.70      | \$ 402.00    |
| 6      | Sonar for 18" Siphon Barrels                       | 190                | LF   | \$6.70      | \$ 1,273.00  |
| 7      | Sonar for 30" Siphon Barrels                       | 564                | LF   | \$6.70      | \$ 3,778.80  |
| 8      | Sonar for 48" Siphon Barrels                       | 74                 | LF   | \$6.70      | \$ 495.80    |
| 9      | CCTV/Sonar Combination for 24" Sewers              | 1517               | LF   | \$ 3.90     | \$ 5,916.30  |
| 10     | CCTV/Sonar Combination for 27" Sewers              | 3592               | LF   | \$ 3.90     | \$ 14,008.80 |

## RFP #3755

|       |                                              |       |    |               |              |
|-------|----------------------------------------------|-------|----|---------------|--------------|
| 11    | CCTV/Sonar Combination for 30" Sewers        | 145   | LF | \$ 3.90       | \$ 565.50    |
| 12    | CCTV/Sonar Combination for 36" Sewers        | 464   | LF | \$ 3.90       | \$ 1,809.60  |
| 13    | CCTV/Sonar Combination for 42" Sewers        | 899   | LF | \$ 3.90       | \$ 3,506.10  |
| 14    | CCTV/Sonar Combination for 48" Sewers        | 14026 | LF | \$ 3.90       | \$ 54,701.40 |
| 15    | CCTV/Sonar Combination for 54" Sewers        | 22091 | LF | \$ 3.90       | \$ 86,154.90 |
| 16    | CCTV/Sonar Combination for 60" Sewers        | 8959  | LF | \$ 3.90       | \$ 34,940.10 |
| 17    | CCTV/Sonar Combination for 66" Sewers        | 460   | LF | \$ 4.00       | \$ 1,840.00  |
| 18    | CCTV/Sonar Combination for 84" Sewers        | 10554 | LF | \$ 4.10       | \$ 43,271.40 |
| 19    | CCTV/Sonar Combination for 66" x 106" Sewers | 429   | LF | \$ 4.40       | \$ 1,887.60  |
| 20    | CCTV for 18" Sewers                          | 400   | LF | \$ 0.95       | \$ 380.00    |
| 21    | CCTV for 24" Sewers                          | 400   | LF | \$ 1.85       | \$ 740.00    |
| 22    | CCTV for 27" Sewers                          | 400   | LF | \$ 2.10       | \$ 840.00    |
| 23    | CCTV for 30" Sewers                          | 400   | LF | \$ 2.10       | \$ 840.00    |
| 24    | CCTV for 36" Sewers                          | 400   | LF | \$ 2.10       | \$ 840.00    |
| 25    | CCTV for 42" Sewers                          | 400   | LF | \$ 2.20       | \$ 880.00    |
| 26    | CCTV for 48" Sewers                          | 400   | LF | \$ 2.20       | \$ 880.00    |
| 27    | CCTV for 54" Sewers                          | 400   | LF | \$ 2.35       | \$ 940.00    |
| 28    | CCTV for 60" Sewers                          | 400   | LF | \$ 2.45       | \$ 980.00    |
| TOTAL |                                              |       |    | \$ 270,629.30 |              |



**R&R Visual, Inc.**

1828 W. Olson Rd.  
Rochester, IN 46975  
Phone: (800) 776-5653  
Fax: 574-223-7953  
[www.seepipe.com](http://www.seepipe.com)

**PIPELINE INSPECTION EXPERTS**



Contract Holder

Contract Number: GS-07F-0401W

City of Fort Wayne  
Engineering  
200 East Barry Street  
Suite 490  
Fort Wayne, IN

Dear Engineering Department,

R&R Visual, Inc. is pleased to present this proposal for the Sonar and CCTV inspection of various lines and siphons in Fort Wayne, Indiana. R&R Visual, Inc. understands that this project consists of various diameters and types of inspections. R&R has a good understanding that weather conditions dictate when and how the pipes are inspected and is ready to begin inspections upon notice to proceed.

If additional information is desired, please contact our offices at (800) 776-5653 or visit our website at <http://www.seepipe.com>. Everyone at R&R Visual, Inc. is looking forward to working with you on this project.

Best Regards,

Bryan Benn  
Operations Manager  
R&R Visual, Inc.  
800-776-5653  
574-224-5455





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## **PIPELINE INSPECTION EXPERTS**



Contract Number: GS-07F-0401W

### **How Sonar Inspection Works:**

Sonar profiling works much like radar found at nearly every airport in the world. A signal is sent from the resonator, reflects off objects, and the echo is plotted onto a computer screen. Received data consist of the resonators angle and the distance from the resonator to the object that reflected the signal. The sonar resonator rotates at a preset speed, continuously sending sonic pulses and receiving their echoes, creating a complete 360-degree radial profile of the interior of the pipeline. As the sonar rotates, it is transported through the pipeline at a given rate, creating a helical view of the entire pipeline length. With the sonar pulse being constant, our sonar system allows for detailed measurements to be taken of defects and objects within the inspected space.

R&R Visual, Inc. is considered one of the leading innovators in the sonar inspection field. Our sonar technicians have each logged many miles of inspection, and our unique reporting options insure that you will receive useful, accurate sonar data.



**Sonar/CCTV Combination Float**  
**Estimated Size**

67,942 L.F. of sewer and syphon inspections

### **Project Schedule**

R&R Visual has estimated production of 800 L.F. per day depending on mainline diameter, and noted defects.



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## **PIPELINE INSPECTION EXPERTS**



Contract Holder

Contract Number: GS-07F-0401W

### **Rex Robison, President and CEO of R&R Visual, Inc.**

Operation of many complex inspection and testing systems including video, laser, and sonar pipe inspection systems and GPR, EM, and MAG geophysical survey systems. Chief programmer and developer of various software programs for management of pipe inspection data and sonar pipe profiling analysis. Developed and engineered multiple inspection systems and products for drilled shaft modeling, sonar pipe profiling, and loose parts retrieval. Participate and direct day to day operations, marketing, and financial services.

### **Matthew Sutton, General Manager, R&R Visual, Inc.**

As General Manager he has overseen and consulted on hundreds of inspection projects throughout the world using video, laser, sonar, and other emergent remote testing technologies. Considered an expert in the application of new technologies, and the operational benefits and limitations of current testing methods. Participates in direct day to day operations, marketing and human resources.

### **Bryan Benn, Operations Manager, R&R Visual, Inc.**

As Operations Manager he has overseen and consulted on hundreds of inspection projects throughout the world using video, laser, sonar, and other emergent remote testing technologies. Main point of contact for engineering firms and their government end-users. Considered an expert in the application of new technologies, and the operational benefits and limitations of current testing methods. Oversees all R&R Visual personnel in the field.

#### **Education/Certifications**

- North American Sanitary Sewer Contractors Organization (NASSCO) – Pipeline Assessment and Certification Program U-1104-1715 (PACP)
- North American Sanitary Sewer Contractors Organization (NASSCO) – Manhole Assessment and Certification Program (MACP)
- Pearpoint explosion-proof equipment certification
- OSHA 10-hour Course
- Confined Space Entry

### **Heath Kelley, Crew Leader, R&R Visual, Inc.**

Conducted hundreds of inspection projects throughout the nation using video, laser, sonar, and other emergent remote testing technologies. Main point of contact for customer field staff. Considered an expert in the application of new technologies, and the operational benefits and limitations of current testing methods.

#### **Education/Certifications**

- North American Sanitary Sewer Contractors Organization (NASSCO) – Pipeline Assessment and Certification Program U-1008-7698 (PACP)



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Rochester, IN 46975  
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## **PIPELINE INSPECTION EXPERTS**



**Contract Holder**

Contract Number: GS-07F-0401W

the amount of sediment and debris in each pipeline segment. Each member of R&R Visual put forth effort in completion of these inspection.

**Budget or Paid: \$90,415.00**

**Date: May 2012**

**Project Name: Toledo CCTV/ Sonar Inspection**

**Project Owner: City of Toledo**

**Project Manager: Mr. Dave Balogh**

**Project Location: Toledo, OH**

**Description:** CCTV/ Sonar Inspection of lines that were inaccessible by standard cctv inspections. Inspected many large diameter lines with large amounts of debris and pipeline corrosion. Jeremy and Richie were the primary operators on this project, while Greg and Bryan prepared each line for inspection.

**Budget or Paid: \$30,000.00**

**Date: January 2013 to 2014**

**Project Name: Sonar Inspection**

**Project Owner: City of Fort Wayne**

**Project Manager: Mike Hicks and Eric Steinman**

**Project Location: Fort Wayne, IN**

**Description:** Sonar inspection was completed to determine the amount of sediment and debris in each pipeline segment. Bryan, Jeremy, Richie, Heath and Greg worked together during this project.

**Budget or Paid: \$212,000.00**

**Date: January 2011**

**Project Name: Pond & Company**

**Project Owner: United States Department of Defense**

**Project Manager: Heike Slinin**

**Contact Information: [slinh@pondco.com](mailto:slinh@pondco.com)**

**Project Location: Albany, GA**

**Description:** Video based inspection and cleaning of several miles of various size sanitary sewers. Multiple lines were in off road rugged terrain. Jeremy and Richie were the primary operators that rotated back and forth every 2-4 weeks to relieve each other. Greg, Bryan and Jared helped facilitate with cleaning and inspection.

**Budget or Paid: \$486,357.13**

## City of Fort Wayne

Thomas C. Henry, Mayor

Purchasing Department



Citizens Square

200 East Berry Street, Ste 490

Fort Wayne, Indiana 46802

Telephone (260) 427-1376 Fax (260) 427-1393

### REQUEST FOR PROPOSAL

#### Request for Proposal (RFP) Information

RFP..... #3755

Description..... Large Diameter Interceptor Sewer & Siphon Inspection

Pre-bid meeting date..... Tuesday, April 29, 2014, 10:00 a.m.

Pre-bid meeting location. Citizens Square, 200 E. Berry St., Suite 250-Room 255, Ft. Wayne, IN

Question Deadline..... Friday, May 2, 2014 @ 5:00 pm

RFP Due Date ..... Wednesday May 7, 2014 at 11:00 am

(Proposals will be opened at 11:01 a.m. in the Purchasing Conference Room)

Any and all questions will be required in writing and submitted via email to the following address:  
[eric.steinman@cityoffortwayne.org](mailto:eric.steinman@cityoffortwayne.org) Questions and answers will be documented and updated  
regularly and sent via email to all vendors that have requested to participate in this RFP.

All questions must be submitted by Friday, May 2, 2014 at 5:00 p.m. (EST).

#### Deliver or mail proposal packet to:

City of Fort Wayne

Purchasing Department

200 East Berry Street, Ste 490

Fort Wayne, Indiana 46802

#### Information Resources

Purchasing: Gayle Cooper

Telephone: (260) 427-1376

E-mail: [gayle.cooper@cityoffortwayne.org](mailto:gayle.cooper@cityoffortwayne.org)

Technical: Eric Steinman

Telephone: (260) 427-2689

E-mail: [eric.steinman@cityoffortwayne.org](mailto:eric.steinman@cityoffortwayne.org)

#### Notices:

1. Fax proposals will not be accepted for this RFP.
2. Proposals received after the posted RFP Due Date above will not be accepted.
3. Appropriate blanks on the form will be filled in by manually printing in ink or by typing the requested information.
4. Vendor must submit one original RFP packet plus three copies.
5. It is the policy of the City of Fort Wayne to involve small businesses and minority/woman owned businesses to the greatest extent possible in the procurement of goods, equipment, services and

RFP #3755

- construction projects. The City of Fort Wayne is a participating member in the President's Recycling Program and has a written recycle policy, which can be requested from the Purchasing Department.
6. The legal document, "Standard Terms & Conditions," may be obtained through the City's website at <http://www.cityoffortwayne.org>, Business, City Purchasing.
  7. Proposals will be publicly opened in the Purchasing Conference Room located in Citizens Square, 200 East Berry Street, Ste 490, Fort Wayne, Indiana 46802.
  8. To ensure proper identification of your response, the RFP number should be written on the lower left corner of your proposal packet envelope. See attached specifications/proposal form.
  9. Quote F.O.B. Destination
  10. Cash discounts: Bidders are encouraged to offer discounts for expedited payment of invoices rendered under this contract. Cash discounts will be taken as earned by the City. Cash discounts will not be considered in the proposal evaluation.
  11. Any waiver of the specifications is void unless a formal addendum is sent from the Purchasing Department.
  12. This City of Fort Wayne has the right and option to terminate the agreement upon thirty days written notice.
  13. Approved Equivalents: Unless an item is indicated "No Substitute", special brands, when named, are intended to describe the standard of quality, performance or use desired. Equivalent items will be considered by the City, provided that the Bidder/Proposer specifies the brand and model, and provides all descriptive literature, independent test results, product samples, etc. to enable the City to evaluate the proposed "equivalent". The decision of the City as to what items are equivalent shall be final and conclusive. If the City elects to purchase a brand represented by the Bidder/Proposer to be an "equivalent", the City's acceptance of the item will be conditioned on the City's inspection and testing after receipt. If, in the sole judgment of the City, the item is determined not to be an equivalent, the item shall be returned at the Bidder/Proposer's expense and the contract canceled without any liability whatsoever to the City. When a brand name or level of quality is not stated by the Bidder/Proposer, it is understood the offer is exactly as specified. If more than one brand name is specified, Bidder/Proposer must clearly indicate the brand and model/part number being bid/proposed.
  14. Quantities indicated are estimates only. City reserves the right to buy additional units of commodity specified at the quoted price.
  15. If Bidder/Proposer has any proprietary information that cannot be disclosed, the proprietary information should be submitted as a separate package. Bidder/Proposer must understand that all information submitted is subject to public records request after award is made. If proprietary information is requested, bidder/proposer will be contacted and given an opportunity to defend its position that the information is proprietary.

16. MERCURY FREE SPECIFICATION

1. BIDDERS MUST OFFER MERCURY-FREE ALTERNATIVES TO ALL PRODUCTS WHICH CONTAIN INTENTIONALLY ADDED MERCURY (MERCURY ADDED PRODUCTS) WHERE SUCH ALTERNATIVES EXIST.
2. SHOULD SUCH ALTERNATIVES NOT BE AVAILABLE, BIDDERS MUST SUBMIT WITH THEIR RESPONSE A LIST OF PRODUCTS WITHOUT MERCURY-FREE ALTERNATIVES AND AN EXPLANATION OF WHY ALTERNATIVES ARE NOT AVAILABLE.
3. CITY RESERVES THE RIGHT TO REJECT ANY AND ALL BIDS THAT DO NOT PROVIDE MERCURY-FREE ALTERNATIVES OR AN ADEQUATE EXPLANATION WHICH CITY DEEMS ACCEPTABLE.

RFP #3755

17. ALL EQUIPMENT WHICH RUNS ON ELECTRICITY WILL CARRY THE ENERGYSTAR RATING WHENEVER POSSIBLE. COMPUTER EQUIPMENT, ETC., MAY BE SELECTED BECAUSE IT MEETS THIS SPECIFICATION OVER COMPETITORS THAT DO NOT.

RFP #3755

## **Notice to Bidders**

The following documents must be completed, endorsed, and submitted with each proposal. Failure to complete and return all documents requested will make your proposal incomplete, and will result in rejection of your proposal by the City of Fort Wayne.

### **Document(s) required with each proposal:**

1. Form 95
2. Front Page/Request for Proposal
3. Specifications including proposal sheet as specified
4. Declaration of Indiana Business Form
5. Conflict of Interest Form

RFP #3755

## City of Fort Wayne

Thomas C. Henry, Mayor

Purchasing Department



Citizens Square

200 East Berry Street, Ste 490

Fort Wayne, Indiana 46802

Telephone (260) 427-1376 Fax (260) 427-1393

### Proposal Registration

Complete and fax this document to (260) 427-1393 or email to [gayle.cooper@cityoffortwayne.org](mailto:gayle.cooper@cityoffortwayne.org) to register your company for this proposal. Registration allows the Purchasing Department to notify you of any possible changes to the proposal package that may affect your response.

RFP ..... #3755

Description..... Large Diameter Interceptor Sewer & Siphon Inspection

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RFP Due Date..... Wednesday May 7, 2014 at 11:00 am

| Company Information   |                     |
|-----------------------|---------------------|
| Company Name          | R+R Visual Inc.     |
| Street Address        | 1828 W. Olson Road  |
| City, State, ZIP Code | Rochester, IN 46975 |
| Telephone             | 574-223-5426        |
| Fax                   | 574-223-7953        |
| Contact Person        | Bryan Benn          |
| E-mail Address        | bbenn@seepipe.com   |

Signature: Bryan Benn Printed Name: Bryan Benn  
(Authorized Representative)

Title: Operations Manager Date: 5/5/14



RFP #3755

## City of Fort Wayne

Thomas C. Henry, Mayor

Purchasing Department



Citizens Square

200 East Berry Street, Ste 490

Fort Wayne, Indiana 46802

Telephone (260) 427-1376 Fax (260) 427-1393

### Front Page/Request for Proposal

#### Request for Proposal (RFP) Information

RFP ..... #3755

Description..... Large Diameter Interceptor Sewer & Siphon Inspection

Pre-bid meeting date..... Tuesday, April 29, 2014, 10:00 a.m.

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Question Deadline..... Friday, May 2, 2014 @ 5:00 pm

RFP Due Date..... Wednesday, May 7, 2014 at 11:00 am

Sealed proposals should be delivered to the Purchasing Department at the address specified above up to 11:00 a.m. on or before the opening date. Sealed proposals will be opened publicly at 11:01 a.m. in the Purchasing Conference Room. No proposals will be accepted after 11:00 a.m. for any reason whatsoever.

By mutual agreement between the City of Fort Wayne and the supplier, the contract period may be extended for an additional like or lesser time period. However, the agreement to extend must be completed in written form at the original price and under the original conditions governing the contract.

Prompt payment discounts will be allowed as follows: \_\_\_\_\_% if paid within \_\_\_\_\_ days.

This Request for Proposal is issued to establish a contract to supply the City of Fort Wayne with a commodity or service in accordance with accompanying specifications. The execution hereof by the bidder is acceptance of all terms and conditions herein and in that regard the bidder agrees to be bound by same and be bound to the amount of the proposal for a period of ninety (90) days.

Company: R&R Visual Inc.

Signature: Bryan Bean Printed Name: Bryan Bean  
(Authorized Representative)

Title: Operations Manager Date: 5/5/14

### Checklist & General Information for Bidders

Below is a checklist provided to assist you in preparing a responsive proposal, and includes common errors made by bidders responding to proposal invitations. Please note that these instructions may not contain all applicable requirements, and careful reading of the Request for Proposal is critical. Failure to follow these instructions or those printed in the Request for Proposal may lead to the rejection of your proposal.

It is not necessary to return this page with your proposal response. It is being provided for your use.

- ☐ Sign the proposal form manually in ink.
- ☐ Type or print in ink all prices and extensions, as well as correct vendor name & address.
- ☐ The Non-Collusion Affidavit must be manually signed and notarized by a commissioned notary public and submitted with the proposal.
- ☐ Clearly detail in writing any deviation to the stated specifications.
- ☐ Vendor must submit original RFP packet plus three copies to facilitate evaluation.
- ☐ Do not add any additional contractual or payment terms and conditions. Terms of the award will be those listed in the Request for Proposal and the resulting purchase order only.
- ☐ If applicable, the proposal bond must be submitted in proper form with the proposal (Request for Proposal terms will indicate if bond is required-see **Notice to Bidders**.)
- ☐ Proposal must be received and clocked in by or prior to the due date and time indicated in the Request for Proposal. Faxed proposals **cannot** be accepted.
- ☐ If you are not willing to accept a split award (partial order), your proposal must include the statement: "Bidding all or none."
- ☐ Proposal must be returned in a separate envelope. Either the envelope provided, or see below.\*

The envelope must clearly indicate the following information.

- a. The notation "Sealed Proposal," with the RFP number on the lower left corner
- b. The date and time of the date due
- c. The completed envelope must be returned to:  
City of Fort Wayne  
Purchasing Department  
200 E. Berry St., Suite 490  
Fort Wayne IN 46802-1804
- d. Do not send to the attention of the purchasing agent

\*In order to protect the integrity of the sealed proposal process, failure to properly identify your sealed proposal according to the above instructions may result in an automatic disqualification from consideration.

RFP #3755

Prescribed by the State Board of Accounts

Form No. 95

**BID, OFFER OR PROPOSAL FOR SALE OR LEASE OF MATERIALS**

(Defined at I.C. 36-1-2-9.5) PLEASE TYPE OR PRINT

DATE: 5-5-14

- 1) Governmental Unit: \_\_\_\_\_
- 2) County: \_\_\_\_\_
- 3) Bidder (Firm): R4R Visual Inc.
- Address: 1828 W. Olson Road
- City/State: Rochester, IN 46975
- 4) Telephone: 574-223-5426
- 5) Agent or Bidder (If Applicable): Bryan Benn

Pursuant to notices given, the undersigned offers bid(s) to \_\_\_\_\_ (Governmental Unit) in accordance with the following attachment(s) which specify the class, item number or description; quantity, unit, unit price and total amount. The contract will be awarded by classes or items in accordance with specifications. Any changes or alterations in the items specified will render such bid void as to that class or item. Bidder promises that he has not offered nor received a lesser price than the price stated in his bid for the materials included in said bid. Bidder further agrees that he will not withdraw his bid from the office in which it is filed. A certified check or bond shall be filed with each bid if required, and liability for breach shall be enforceable upon the contract, the bond, the certified check or both as the case may be.

Bryan Benn  
 \_\_\_\_\_  
 SIGNATURE OF BIDDER OR AGENT  
 BID OFFER or PROPOSAL

Attach separate sheet listing each item bid based on specifications published by the governing body. Following is an example of the bid format:

| Class or Item | Quantity | Unit | Description | Unit Price | Amount |
|---------------|----------|------|-------------|------------|--------|
|               |          |      |             |            |        |

**NON-COLLUSION AFFIDAVIT**

STATE of INDIANA )  
 ) ss:  
Fulton COUNTY )

The undersigned bidder or agent, being duly sworn on oath, states that he has not (nor has any other member, representative or agent of the firm, company, corporation or partnership represented by him) entered into any combination, collusion or agreement with any person relative to the price to be bid by anyone at such bidding; nor to prevent any person from bidding; nor to induce anyone to refrain from bidding; and that this bid is made without reference to any other bid and without any agreement, understanding, or combination with any other person in reference to such bidding. He further states that no person or persons, firm or corporation has or will receive either directly or indirectly, any rebate, fee, gift, commission or thing of value on account of such sale.

R4R Visual Inc.

BIDDER (FIRM)

Bryan Benn

Signature of Bidder or Agent

Subscribed and sworn to before me on this 5 day of May, 2014.My Commission Expires: 17-June-2015County of Residence: Fulton

ACCEPTANCE

Guy Leslie

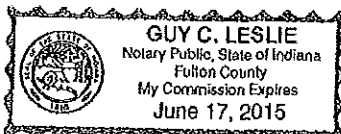
Notary Public - Signature

Notary Public - Printed Name

There now being sufficient unobligated appropriated funds available, the contracting authority of \_\_\_\_\_ (Governmental Unit) hereby accepts the terms of the attached bid for classes or items numbered \_\_\_\_\_ and promises to pay the undersigned bidder upon delivery the price quoted for the materials stipulated in said bid.

Contracting Authority Members: \_\_\_\_\_

Date: \_\_\_\_\_



RFP #3755

Form No. 95 (Revised 1987)

**BID OF:**

R4R Visual Inc.  
(Contractor)

1828 W. Olson Road  
Rochester, IN 46975  
(Address)

**FOR SALE or  
LEASE OF MATERIALS**  
(Defined at I.C. 36-1-1-9.5)

FILED: \_\_\_\_\_, 20 \_\_\_\_\_

THIS BID ACCEPTED FOR THE  
FOLLOWING CLASSES OR ITEMS:

This \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

P.O. No.: \_\_\_\_\_

Date: \_\_\_\_\_

IF NO PART OF BID IS ACCEPTED, WRITE  
THE WORD REJECTED ACROSS FACE.

## DECLARATION OF INDIANA BUSINESS

The City of Fort Wayne, Indiana has enacted an Indiana Business preference program through Ordinance. This program only gives preferences to Indiana Businesses, registered with the State of Indiana Department of Administration, in the case that a non-Indiana business is apparent low bidder. The preferences available are as follows:

| <u>Cost of Commodity/Service</u> | <u>Preference to be Applied</u> |
|----------------------------------|---------------------------------|
| \$25,000-\$499,999.99            | 5%                              |
| \$500,000-\$1,000,000            | 3%                              |
| Greater than \$1,000,000         | 1%                              |

| <u>Request for Proposal</u>     | <u>Points to be Applied</u>  |
|---------------------------------|------------------------------|
| Registered as Indiana business? | 5 out of 100 possible points |

This preference does not guarantee Indiana businesses award but merely gives additional points in the proper circumstances. This preference does not give any local Indiana business advantage over a non-local Indiana business. That is a requirement of State Law. This preference does not apply to Public Construction or Professional Services Contracts.

Please complete the below form, sign and return with your Bid, Quote or Proposal.

I, Bryan Benn, a duly authorized agent of R&R Visual Inc. (name of Company), declare under penalties of perjury that (check all that apply):

- ☒ The above named company is registered as an Indiana business with the State of Indiana Department of Administration.
- ☐ The above named company is in the process of registering with the State of Indiana Department of Administration as an Indiana business and anticipates approval by the time of award (note: your business **MUST** be approved as an Indiana business by the State at the time of award in order to be eligible for the preference).
- ☐ I am not an Indiana business.

R&R Visual Inc.  
(Name of Company)  
By: Bryan Benn  
(Authorized Representative of Company)

**PLEASE SEE <http://www.in.gov/idoa/2464.htm> FOR INSTRUCTIONS AND ELECTRONIC REGISTRATION AS AN INDIANA BUSINESS WITH STATE DEPARTMENT OF ADMINISTRATION.**

ATTACHMENT B

RFP #3755

CITY OF FORT WAYNE, INDIANA

R & R Visual Inc.  
(Vendor Name)

**VENDOR DISCLOSURE STATEMENT RELATING TO:**

1. **FINANCIAL INTERESTS;**
2. **POTENTIAL CONFLICTS OF INTERESTS;**
3. **CURRENT AND PENDING CONTRACTS OR PROCUREMENTS**

Vendors desiring to enter into certain contracts with the City of Fort Wayne, Indiana (the "City") shall disclose their financial interests, potential conflicts of interest and current and pending contract or procurement information as set forth below.

The following disclosures by Vendors are required for all contracts with annual payments by the City in the amount of \$25,000 or more. Vendors shall disclose the financial interests, potential conflicts of interest and other contract and procurement information identified in Sections 1, 2 and 3 below as a prerequisite for consideration of an award of contract by the City. This Disclosure Statement must be completed and submitted together with Vendor's contract, bid, proposal, or offer.

A publicly traded entity may submit its current 10K disclosure filing in satisfaction of the disclosure requirements set forth in Sections 1 and 2 below.

**Section 1. Disclosure of Financial Interest in Vendor**

- a. If any individuals have either of the following financial interests in Vendor (or its parent), please check all that apply and provide their names and addresses (attach additional pages as necessary):

(i) Equity ownership exceeding 5% ☒

(ii) Distributable income share exceeding 5% ☐

(iii) Not Applicable (If N/A, go to Section 2) ☐

Name: Rex Robison

Name: Kristina Robison

Address: 1828 W. Olson Rd, Rochester, MI 48375

Address: 1828 W. Olson Rd, Rochester, MI 48375

- b. For each individual listed in Section 1a., show his/her type of equity ownership: sole proprietorship ☒ stock ☐ partnership interest ☐ units (LLC) ☐ other (explain) \_\_\_\_\_

Rex 75%

Kristina 25%

- c. For each individual listed in Section 1a., show the percentage of ownership interest in Vendor (or its parent): ownership interest: 75 % Rex

25 % Kristina

RFP #3755

**Section 2. Disclosure of Potential Conflicts of Interest (not applicable for vendors who file a 10K)**

For each individual listed in Section 1a., check "Yes" or "No" to indicate which, if any, of the following potential conflict of interest relationships apply. If "Yes", please describe using space under applicable subsection (attach additional pages as necessary):

- a. City employment, currently or in the previous 3 years, including contractual employment for services. Yes \_\_\_\_\_ No X
- b. City employment of "Member of Immediate Family" (defined herein as: spouse, parent, child or sibling) including contractual employment for services in the previous 3 years. Yes \_\_\_\_\_ No X
- c. Relationship to Member of Immediate Family holding elective City office currently or in the previous 3 years. Yes \_\_\_\_\_ No X
- d. Relationship to Member of Immediate Family holding appointive City office currently or in the the previous 3 years Yes \_\_\_\_\_ No X

**Section 3. DISCLOSURE OF OTHER CONTRACT AND PROCUREMENT RELATED INFORMATION**

- a. Does Vendor have current contracts (including leases) with the City? Yes \_\_\_\_\_ No X
- b. If "Yes", identify each current contract with descriptive information including purchase order or contract reference number, contract date and City contact using space below (attach additional pages as necessary).
- c. Does Vendor have pending contracts (including leases), bids, proposals, or other pending procurement relationship with the City? Yes \_\_\_\_\_ No X

If "Yes", identify each pending matter with descriptive information including bid or project number, contract date and City contact using space below (attach additional pages as necessary).

RFP #3755

Section 4. CERTIFICATION OF DISCLOSURES

In connection with the disclosures contained in Sections 1, 2 and 3 Vendor hereby certifies that, except as described in attached Schedule A:

- a. Vendor (or its parent) has not, within the five (5) year period preceding the date of this Disclosure Statement, been debarred, suspended, proposed for debarment declared ineligible or voluntarily excluded from any transactions by any federal, state or local unit of government;
- b. No officer or director of Vendor (or its parent) or individual listed in Section 1a. is presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any offense;
- c. Vendor (or its parent) has not, within the five (5) year period preceding the date of this Disclosure Statement, had one or more public transactions (federal, state or local) terminated for cause or default;
- d. No officer or director of Vendor (or its parent) or individual listed in Section 1a. has, within the five (5) year period preceding the date of this Disclosure Statement, been convicted, adjudged guilty, or found liable in any criminal or civil action instituted by the City, the federal or state government or any other unit of local government; and
- e. Vendor has read, understands and shall comply with the applicable requirements of the City of Fort Wayne, Indiana Ethics Ordinance.
- f. Neither Vendor, nor its parent, nor any affiliated entity of Vendor, or any of their respective officers, directors, or individuals listed in Section 1a. is barred from contracting with any unit of any federal, state or local government as a result of engaging in or being convicted of: (i) bid-rigging; (ii) bid-rotating; or (iii) any similar federal or state offense that contains the same elements as the offense of bid-rigging or bid-rotating.
- g. Pursuant to IC 5-22-16.5, Vendor hereby certifies they do NOT provide \$20 million dollars or more in goods or services to the energy sector of Iran. Vendor also certifies it is not a financial institution that extends \$20 million dollars or more in credit that will provide goods or services to the energy sector of Iran or extends \$20 million dollars or more in credit to a person identified on the list as a person engaging in investment activities in Iran.

The disclosures contained Sections 1, 2 and 3 and the foregoing Certifications are submitted by

R & R Visual Inc.  
(Name of Vendor)

1828 W. Olson<sup>RD</sup> Rochester, IN  
Address  
(314) 223-5426  
Telephone  
bbenn@seapipc.com  
E-Mail Address



RFP #3755

The individual authorized to sign on behalf of Vendor represents that he/she: (a) is fully informed regarding the matters pertaining to Vendor and its business; (b) has adequate knowledge to make the above representations and disclosures concerning Vendor; and (c) certifies that the foregoing representations and disclosures are true and accurate to the best of his/her knowledge and belief.

Name (Printed) Bryan Benn Title Operations Manager  
Signature Bry. B Date 5-5-14

**NOTE: FAILURE TO COMPLETE AND RETURN THIS FORM WITH YOUR DOCUMENTATION MAY RESULT IN YOUR CONTRACT, OFFER, BID OR PROPOSAL BEING DISQUALIFIED FROM CONSIDERATION.**

RFP #3755

**Project:** 2014 Large Diameter Interceptor Sewer & Siphon Inspection

**Owner:** City of Fort Wayne

**Contact:** City of Fort Wayne, City Utility Engineering

## **INTRODUCTION:**

The City of Fort Wayne is continuing a program to inspect its Large Diameter Interceptors and Siphons. Over the past few years, sonar technology has been completed on some of the large diameter sewers and most of the siphon in the City. It was found that in several locations, there was a considerable amount of debris in the sewer pipes, especially around the City's siphon structures. That experience has prompted this sewer inspection to not only look at our Interceptors upstream and downstream from the City's siphons, but also to investigate the siphons themselves.

It is the intent of this project to assess the structural condition of the St. Joe Interceptor and both legs of the St. Mary's Interceptors, as well as a few additional siphons. It is also the intent to assess the operational condition of the sewers by noting the amount of debris or obstructions in these sewer/siphon lines. In order to do this, three different methods of inspecting and assessing the sewers may be used: closed circuit televising (CCTV), a combination of CCTV and sonar, and sonar alone.

Many of the sewers in this project surcharge during wet weather. All of our siphon barrels are full of wastewater at all times allowing only sonar to be used. Enclosed are CD's of upstream and downstream structures and siphon barrels on all the interceptors/siphons to be televised/sonar, based on the City's Structure ID numbering system. The CD's have highlighted aerial maps showing locations of the interceptors/siphons. It is hoped that video/sonar of the pipes can be achieved to physically see the structural and operational condition of these sewers. Siphon barrels under 14" diameter will not be inspected using sonar.

## **REQUIREMENTS FOR PROPOSALS:**

The Proposal shall include the following minimum information:

1. Recommendation of equipment to be used and accuracy of the equipment.
2. Provide information of relevant projects that your firm has performed within the last 5 years that best demonstrates your firm's and your proposed key personnel's current qualifications and ability to perform the Work (or similar scope and complexity to the Project).

Information should indicate:

- a. Project name, location, and summary work.

RFP #3755

- b. A clear demonstration of which key personnel proposed in your submittal were involved significantly (had relevant experience/roles) in the projects being listed as relevant.
  - c. Client reference information (name, phone number, email address).
  - d. Specific experience with sewers that are difficult to access.
- 3. Identify key personnel proposed to be assigned to the Project and provide a short summary of the key personnel (Supervisor and key field members) along with resumes and PACP certification numbers.
- 4. A statement ensuring that your firm has reviewed the proposed time schedule for completion and is able to dedicate the necessary resources to complete Project within the time outlined in the RFP.
- 5. A list of projects that your firm has previously performed for any department of the City of Fort Wayne during any part of the previous five (5) years.
- 6. Other information as you determine necessary or recommend as beneficial to the Project submittal or the Project's overall success.
- 7. A complete cost per method of inspection, per diameter (in inches) of sewers to be inspected.
- 8. A declaration of work performed in Indiana with client name, project, and description.

## **LARGE DIAMETER SEWER INSPECTION SPECIFICATIONS**

### **PART 1 – GENERAL**

#### **1.1 DESCRIPTION**

A. Scope: The CONTRACTOR shall furnish and operate all necessary labor, materials, equipment, tools, accessories, transportation, and technical competence for performing all operations required to professionally execute the internal inspection of the sewer system in strict accordance with the Contract Documents and subject to the terms and conditions of this Contract. It is the intent of this Contract to assess the internal structural and operational condition of the sewers prior to any rehabilitation. Assessment will be performed using close circuit televising with a pan and tilt color camera. In those circumstances where depth of flow is too great for CCTV, sonar or a combination of sonar and CCTV shall be used. All CCTV work shall be graded using the NASSCO PACP defect coding.

It is not anticipated that confined space entry will be used on this Project to enter the pipes. Manned entry may be needed into the manholes to enter the camera equipment into the pipe. CONTRACTOR shall familiarize himself/herself with access points to the sewer and thus CONTRACTOR is aware that some of the sewers/siphons on all the sewer interceptors may be difficult to access. Maps and aerial photos have been supplied to help the CONTRACTOR locate all manholes. The River Greenway trails along the interceptors were not constructed to withstand loads heavier than a pickup truck. Care must be taken to avoid damage to the River Greenway area or other properties, including bike/walk path, railings, bridges, cross culverts, fence, landscaping. Any damage done to the River Greenway or other property by CONTRACTOR will be restored to original or better condition, with the cost of any restoration of the River Greenway to be the sole responsibility of the CONTRACTOR.

The Contractor shall be responsible for securing all temporary easements and right of entries for space required for their project site, office, storage of materials, and equipment. The Contractor shall not use any of the public right-of-way to store their equipment or materials during non-working hours unless written permission is granted by the City Right-of-Way Department, Suite 210, Citizens Square Building.

The Contractor shall notify any affected property owner/resident with 48 hours' notice. This includes work in side yards or back yards. The notice shall explain what the Contractor is doing and the anticipated time period where work is being performed. Care must be taken to avoid excessive disturbance of properties. Property Owners must also be notified prior to any work, to allow time for Property Owners to leash pets.

B. A list of sewers/siphons to be televised is attached. Areas are shown on attached highlighted maps and aerial photos (on Attached CD's).

C. Information concerning depths of flow, manhole depths, air quality in sewers, accessibility of manholes, location of manholes, and other safety considerations are to be the sole responsibility of the CONTRACTOR. The CONTRACTOR shall be responsible for obtaining the information and incorporating the necessary provisions into the overall Contract price to complete the specified Work

**RFP #3755**

under the conditions existing in the sewers to be inspected. If any manhole frames, cones, barrel sections, or bolt down manhole lids, must be removed in order to provide access for the inspection operations, then they must be replaced in original or better condition, with the cost of such repair or replacement shall be included in the cost of the Work.

D. Lines scheduled for inspection shall be inspected in their existing conditions. The CONTRACTOR shall be responsible for having the necessary camera transport equipment, floats, crawlers, skids, and cables, to allow inspection of these lines in a manner acceptable to the City under live conditions.

E. It is the City's preference to use the combination (CCTV/Sonar) equipment when at all possible to allow debris to be seen using sonar and capture defects above the flow using CCTV.

F. If, during the inspection operations, the inspection camera (for CCTV) is unable to pass through the entire segment, the CONTRACTOR shall reset his/her equipment to permit the inspection from the opposite direction. If the camera again fails to pass through the entire length of the segment, the CONTRACTOR shall document the obstruction, and then use CCTV/sonar or sonar only to finish the inspection.

G. It is the responsibility of the CONTRACTOR to comply with OSHA Regulations, the City's Guidelines and the City's confined space guidelines as applicable. The CONTRACTOR shall provide written documentation that all workers have received the training required under these regulations and guidelines.

H. Upon award, the period of the Contract shall be 210 calendar days after receipt of the written Notice To Proceed. Due to the uncertainty of the weather and pipe conditions, the CONTRACTOR may need to return back on site once conditions allow the best televising environment.

## **1.2 PERFORMANCE REQUIREMENTS**

A. The CONTRACTOR shall inspect pipelines with color pan and tilt CCTV imagery, sonar and/or combined color pan and tilt CCTV/sonar as specified so as to record all relevant features and to confirm their structural and service condition. Inspection of pipelines shall include both target length of sewer inspected between manholes as well as actual length inspected.

- B. All CCTV/sonar equipment operators responsible for direct reporting of sewer condition shall have a minimum of 3 years previous experience in sewer surveying, processing, and interpretation of data associated with CCTV and sonar inspections. The CONTRACTOR shall provide the City with written documentation that all CCTV and sonar survey operators meet these experience requirements which shall include a list of projects undertaken as well as client name and telephone number for reference.
- C. The CONTRACTOR shall provide sufficient inspection equipment and all ancillary equipment, including standby units in the event of breakdown, in order to complete all sewer inspections as specified. The CONTRACTOR shall maintain this equipment in full working order and at the commencement of each working shift, ensure that all items of equipment are in full working order. Each inspection unit shall contain a means of transporting the CCTV camera and/or sonar equipment in a stable condition through the sewer under survey and/or inspection. Where the CCTV camera and/or sonar head are towed by winch through the sewer, all winches shall be stable with either lockable or ratcheted drums. All bonds shall be steel or of an equally non-elastic material to ensure the smooth and steady progress of the CCTV camera and/or sonar equipment. All winches shall be inherently stable under loaded conditions.

### **1.3 FIELD SUPERVISION BY CONTRACTOR**

- A. The CONTRACTOR shall maintain on site at all times a competent field supervisor in charge of the inspection. Any change of supervision must be approved in writing prior to the change. The field supervisor shall be responsible for the safety of all site workers and site conditions as well as ensuring that all Work is conducted in conformance with these specifications and to the level of quality specified.

### **1.4 APPLICATION OF INSPECTION TYPE**

- A. Generally CCTV alone shall be used for internal condition assessment where the depth of flow of sewage is less than 20% of overall sewer diameter at the start of the survey. The CONTRACTOR will make an informed decision to continue should the depth of flow increase beyond the 20% level, but CCTV operations shall cease once the depth of flow is no greater than 40% of overall sewer diameter at anytime throughout the length.
- B. Generally, CCTV combined with sonar shall be used for internal condition assessment where depth of flow of sewage varies from 20% to 75% of overall sewer diameter, for

RFP #3755

sewers greater than 40" in diameter. The City prefers this method to be able to quantify the debris with sonar as well as visually see defects from CCTV.

- C. Generally, sonar alone shall be used where depth of flow in the sewer exceeds 75%.

## **PART 2 – EXECUTION**

### **2.0 CLEANING PRIOR TO SEWER CONDITION INSPECTION**

- A. There will be no cleaning provided by the City.
- B. The CONTRACTOR shall not clean for this Project.
- C. Notes shall be taken on any debris that needed removed in the manholes prior to televising pipes.

### **2.1 CCTV - GENERAL**

- A. **CCTV Camera Head Prime Position:** The CCTV camera/sonar head shall be positioned to reduce the risk of picture distortion. In circular sewers, the CCTV camera lens and/or sonar head shall be positioned centrally (i.e. in prime position) within the sewer when possible. In non-circular sewers, picture orientation shall be taken at mid-height when possible, unless otherwise agreed. In all instances, the camera lens head shall be positioned looking along the axis of the sewer when in prime position.
- B. **CCTV Camera Head Speed:** The speed of the CCTV camera in the sewer shall be limited to 30 feet per minute for surveys to enable all details to be extracted from the recording.
- C. **CCTV Color Camera:** The CONTRACTOR shall provide a color pan and tilt camera to perform the survey and inspection of all sewers including defects such as hydrogen sulfide corrosion in the soffit of sewers and benching or walls of manholes over and above the standard defects that require reporting. These will be carried out as part of the normal CCTV assessment.
- D. **Linear Measurement:** The CCTV monitor display shall incorporate an automatically updated record in feet and tenths of a foot of the footage of the camera or center point of the transducer, whichever unit is being metered, from the cable calibration point. The relative position the two center points should also be noted. The CONTRACTOR shall use a suitable metering device, which enables the cable length to be accurately measured. This metering device shall be accurate to +/-1% or 3 inches, whichever is greater.

RFP #3755

E. Data Display, Recording and Start of Inspection: At the start of each sewer length and each reverse set-up being inspected, the length of pipe from zero footage, the entrance to the pipe up to the cable calibration point shall be recorded and reported in order to obtain a full record of the sewer length. All reverse set-ups, blind manholes, and buried manholes shall be logged on a separate log. Video digits shall be recorded so that every recorded feature has a correct tape elapsed time stamp. Each log shall make reference to a start and finish manhole. The City's manhole Structure ID # shall be indicated in the remarks column of the detail report.

F. The footage reading entered onto the data display at the cable calibration point must allow for the distance from the start of the inspection to the cable calibration point such that the footage at the start of the survey is zero.

G. In the case of inspecting through a manhole where a new header sheet and video must be completed, the footage shall be set at zero with the camera focused on the outgoing pipe entrance. The correct City manhole Structure ID # shall be used. If any manholes are found that have not been shown by the City of Fort Wayne to have existing GPS coordinates, the CONTRACTOR shall GPS the manhole and furnish the City the X and Y coordinates.

H. At the start of each manhole length/siphon, a data generator shall electronically generate and clearly display on the viewing monitor (and subsequently on the recording) a record of data in alphanumeric form containing the following minimum information:

1. Automatic update of the camera's footage in the sewer line from adjusted zero
2. Sewer dimensions
3. City's Manhole Structure ID# (From and To)
4. Date of inspection
5. Road name/location
6. Direction of inspection (upstream or downstream)
7. Time of start of inspection
8. Sewer use (SA-Sanitary, CO-combined)
9. Pipe material

I. The size and position of the data display shall be such as not to interfere with the main subject of the picture.

J. Once the survey of the pipeline/siphon is under way, the following minimum information shall be continually displayed: Automatic update of the camera's footage position in the sewer line from adjusted zero, manhole reference number based on City's Structure ID#'s -- to be "From and To".



RFP #3755

- K. Footage shall be given throughout inspection for all construction features and defects encountered.
- L. All CCTV coding shall be done in NASSCO PACP format and submitted on Flexidata (Pipelogix 6).
- M. It is anticipated that all siphon barrel inspections will be completed by using sonar alone.

## 2.2 SUBMITTALS

- A. The CONTRACTOR shall provide to the City the following:  
Experience Record of CONTRACTOR and/or Subcontractor(s) listing of CCTV and Sonar Equipment
- B. The CONTRACTOR shall complete a daily written record detailing the Work carried out.  
The CONTRACTOR shall include possible delays, weather, equipment on site, personnel on site (by name), incident report (damage to property), major defects encountered (including collapsed pipe, cave-ins, sink holes, manhole lids off, any obvious river intrusion potential), and visitors to site.

## 2.3 CCTV SURVEY DATA

- A. No later than fourteen days following the completion of a pipeline inspection, CONTRACTOR, using a USB 2.0 external hard drive, shall download all survey data at the Water Pollution Control Maintenance Department at 515 Wallace Street. The supplied data and information shall become the property of the City. This information shall be validated using Flexidata (Pipelogix 6) software. CONTRACTOR shall provide a detailed inspection report of the pipeline, per line segment and siphon barrel. The profiling shall show general pipeline condition including debris build-up, sediment depth, open breaks, deflection, erosion, collapses and voids. The report shall show the total amount of debris (in cubic yards per line segment). Each electronic version of the video shall be labeled using the upstream to downstream manhole ID's, so the reviewer can locate the video on the external hard drive before being uploaded to Flexidata (Pipelogix 6). A final external hard drive shall be submitted to be retained by the City with the videos and report information included. The CONTRACTOR shall produce a report that is transmitted to the City in an Adobe Acrobat format.

RFP #3755

Report shall include the average and maximum levels of debris and the distance of the maximum level noted. The siphons shall be complete and submitted first as part of this contract. CONTRACTOR shall compile a list of the defects and the associated locations of the defects. CONTRACTOR shall be responsible for stringing all pipelines/siphons and locating all manholes. If unable to string sewers/siphons after several attempts, CONTRACTOR shall notify Eric Steinman (260-427-2689). Photographs shall be taken of all "Major" defects (Category #4 & #5 on PACP Coding). An electronic form (provided on the attached CD) will need to be completed for each manhole and pipe. The report shall include the following:

- Upstream and downstream structure ID#'s
- Pipe sizes
- Entry manhole ID#
- Exit manhole ID#
- Survey direction (upstream or downstream)
- Date inspected
- Weather
- Length of segment inspected
- Diameter of segment
- Material of segment
- Interceptor
- Maximum debris depth (Computer calculated using sonar; visually estimated with CCTV)
- Average debris depth (Computer calculated using sonar; visually estimated with CCTV)
- Average water level
- Approximate debris volume (to be calculated for all pipes)
- Photos of major defects in manholes and pipes (with accurate distances)
- Photos of above ground defects (sink holes, cave-ins, manhole lids off, obvious river intrusion)
- Access to manhole, width of path, and if path is grassed or gravel/paved

B. The summary PACP log shall be submitted with every pipe completed, showing each defect with distances found during the pipe survey.

## **2.4 REMOTE CCTV PERFORMANCE**

A. Color CCTV: All CCTV Work shall use color CCTV reproduction. Playback video shall be capable of a minimum of 400 lines recorded at standard playback. Video shall be downloaded from a USB 2.0 External Hard Drive for direct insertion into City's Flexidata (Pipelogix 6) database.

B. CCTV Focus/Iris/Illumination: The adjustment of focus and iris shall allow optimum picture quality to be achieved and shall be remotely operated. The illumination must allow an even distribution of the light at the sewer perimeter without loss of contrast picture, flareout or shadowing. Camera shall have a minimum of 4 high intensity LED lights that move with the camera head to view the pipe wall. In addition, the camera must be complemented with cross focused joint illumination LED lights to prevent shadowing when viewing into joints and fractures.

C. CCTV Zoom: The camera must have a minimum of 10X optical zoom and 4X digital zoom to accurately inspect large diameter sewers.

D. The camera must always have an upright picture control so that the image is never upside down when viewing on the monitor. The camera must provide an overlay on the video screen showing the viewing position of the camera head at all times. This shall be achieved by displaying a round circle (or other) shape to depict the pipe wall with a moving icon showing the camera's pan and tilt orientation.

## 2.5 SONAR PERFORMANCE

- A. Sonar survey requirements: CONTRACTOR shall collect data of complete geometrical data of selected pipeline interior and measurement of flow depth and silt depth. Inspection speeds shall allow for a minimum 1 full profile for every 3 feet.
- B. Inspection shall allow for continuous output on conventional annotated media format of all sewers surveyed, and shall be supported by complete written report. Additionally, silt levels shall be reported as a percentage depth of sewers at a minimum of 5 foot intervals for each sewer segment surveyed and graphed showing depth of silt and water level. To facilitate this requirement and to assist in geometrical measurement, particularly where a sewer is deformed and/or where a sewer has suffered hydrogen sulfide corrosion, CONTRACTOR shall make screen graphics available to enable measurements to be taken in any position across the diametrical profile of the sewer as the sonar survey proceeds.
- C. Where combined CCTV and sonar imagery is required, the output shall display combined CCTV and sonar images of the sewer being surveyed. The sonar image shall be superimposed on the real CCTV image as a combined operation.
- D. The range of resolution shall be +/- 0.1 inch.
- E. The maximum beam width of sonar energy pulse shall be no greater than 2 degrees from the center of the transducer.
- F. The transducer shall be of the continuous scanning type.
- F. The underwater scanning unit must have an acoustic frequency of 2MHz to properly profile sewers from 10 inch to 120 inch in diameter through normal suspended solids found in sanitary sewer systems.
- G. The angular resolution of the underwater scanning unit must be no greater than 0.9 degrees, giving 400 sectors of data per revolution. For each sector, the data shall be

oversampled and peak detected to arrive at 250 range cells. Each scan shall take no longer than 2 seconds to complete.

- H. The underwater scanning unit must be equipped with a pitch and roll sensor in analog and digital form that will display reading through the software.
- I. Sonar data collection software must be able to display live data from the sonar scanning head and display the information as an image using 256 colors to designate signal amplitude. The software must be able to capture screen images and save the images as a JPG or bmp file. These images shall be readable in all major software programs used for word processing and report generation. An instant report shall be able to be produced and printed showing the desired captured still image in full color. Included on this report shall be the distance count from the footage encoder on the cable drum and pitch and roll data from the underwater scanning unit. The software must have real time measurement capabilities. This software shall include point-to-point measurement, diameter measurement using a circle overlay, and area calculations to acquire volume data of sediment and debris. Measurements must be able to be printed on reports and saved with the image. The first echo reflection data must be available to produce a line outline of the pipe wall. This line data must be able to be saved as an XYZ file for use in most major computer aided design (CAD) programs. Software shall display both graphically and numerically the pitch and roll data from the underwater scanning unit.
- J. Transport methods: CONTRACTOR shall use a Floatable inspection vessel (raft) with a mounting assembly to correctly position the underwater scanning unit to not interfere with sonar operations. The raft shall be constructed to fit through a 23" manhole opening or smaller. The material used to construct the raft shall be non-corrosive or coated to resist corrosion. CONTRACTOR shall use a robotic tractor with a mounting assembly unit to not interfere with Sonar operations.
- K. Only siphon barrels 14" and greater in diameter shall be inspected using sonar.

## **2.6 MEASUREMENT AND PAYMENT**

A. The items listed below refer to and are pay items listed in the bid form. They constitute all of the pay items for completion of the Work. No deduct or separate payment will be made for providing miscellaneous temporary or accessory Work. The payment for the total footage for each size pipe and method of inspection is based on a percentage of the total footage for that size sewer. The final quantities of unit items will be based on measured quantities actually inspected in the field. The method of measurement and the basis of payment shall be as follows:

1. **Item #1** – Mobilization and demobilization. Item #1 shall be measured and paid upon completion of the CONTRACTOR'S mobilization and demobilization of the Work shown, specified or required, including but not limited to: performance of inspection preparatory operations; coordination and administration; notification of other utilities, agencies or individuals associated with the Work; all supervision, labor and obtaining permits where not otherwise specified. This Item shall not exceed a total of five percent (5%) of the total contract amount. Not less than one-third (1/3) of the amount bid for this item shall be reserved for demobilization at completion of the Work. Due to the uncertainty of the weather and pipe conditions, the CONTRACTOR may need to return back on site once conditions allow the best televising environment.
2. **Item #2** – Work Allowance – the CONTRACTOR shall furnish all labor, materials, equipment, tools, accessories, transportation, and technical competence necessary to perform the additional miscellaneous Work as directed by the City. This allowance shall be used to compensate the CONTRACTOR for Work performed under this allowance for this Item. No Work shall be performed under this allowance without the prior consent of the City.
3. **Item #3** – Maintaining Traffic shall be paid on a Lump Sum basis. Maintaining traffic shall include all costs to provide adequate signs, barricades, warning lights and watchmen; and take all necessary precautions for the protection of the Work and safety of the public. The CONTRACTOR shall provide flagmen for areas as needed. The CONTRACTOR shall arrange and procure the Work in a manner such that property owners and businesses will experience minimal access disruption. The CONTRACTOR is responsible for any permits needed to maintain traffic.
4. **Items #4 through #8** – The payment for Items #2 through #8 shall be based on the footage of each sewer size from inside face of the start manhole to the inside face of the finish manhole. Siphons shall be inspected by the use of sonar. The measurement of length of siphon inspected shall be from inside face of Siphon structure to inside face of siphon structure. This shall be measured horizontally along the sewer line. This work shall include all supervision, materials, equipment, stringing of the sewer segments, locating of manholes, uncovering manholes, winch setup, access and insertion of equipment, access requiring confined space entry, deployment of inspection equipment, removal and replacement of any bolt down manhole lids found, and all Work necessary to inspect the listed siphon barrels.

5. **Items # 9 through #19** – This Work is for the use of CCTV/sonar for inspections of sewers 24 inch and larger in diameter and for elliptical sewers as described in the bid schedule. The payment for the footage of each sewer size and measured from the inside face of manhole to inside face of manhole. This shall be measured horizontally along the sewer line. This Work shall include all supervision, materials, equipment, stringing of the sewer segments, locating of manholes, uncovering manholes, winch setup, access and insertion of equipment, access requiring confined space entry, deployment of inspection equipment, removal and replacement of any bolt down manhole lids found, and all Work necessary to inspect the listed sewer segments.
6. **Items #20 through #28** - This Work is for the use of CCTV for inspections of sewers 18 inch and larger in diameter as described in the bid schedule. The payment for the footage of each sewer size and measured from the inside face of manhole to inside face of manhole. This shall be measured horizontally along the sewer line. This Work shall include all supervision, materials, equipment, stringing of the sewer segments, locating of manholes, uncovering manholes, winch setup, access and insertion of equipment, access requiring confined space entry, deployment of inspection equipment, removal and replacement of any bolt down manhole lids found, and all Work necessary to inspect the listed sewer segments.

## 2.9 BID SCHEDULE

| ITEM # | DESCRIPTION                                        | ESTIMATED QUANTITY | UNIT | UNIT PRICE  | AMOUNT       |
|--------|----------------------------------------------------|--------------------|------|-------------|--------------|
| 1      | Mobilization and Demobilization (Not to Exceed 5%) | 1                  | LS   | \$          | \$           |
| 2      | Work Allowance (City Determined)                   | 1                  | LS   | \$5,000.00  | \$5,000.00   |
| 3      | Maintenance and Protection of Traffic              | 1                  | LS   | \$ 1,850.00 | \$ 1,850.00  |
| 4      | Sonar for 14" Siphon Barrels                       | 318                | LF   | \$ 6.00     | \$ 1,908.00  |
| 5      | Sonar for 16" Siphon Barrels                       | 60                 | LF   | \$ 6.70     | \$ 402.00    |
| 6      | Sonar for 18" Siphon Barrels                       | 190                | LF   | \$ 6.70     | \$ 1,273.00  |
| 7      | Sonar for 30" Siphon Barrels                       | 564                | LF   | \$ 6.70     | \$ 3,778.80  |
| 8      | Sonar for 48" Siphon Barrels                       | 74                 | LF   | \$ 6.70     | \$ 495.80    |
| 9      | CCTV/Sonar Combination for 24" Sewers              | 1517               | LF   | \$ 3.90     | \$ 5,916.30  |
| 10     | CCTV/Sonar Combination for 27" Sewers              | 3592               | LF   | \$ 3.90     | \$ 14,008.80 |

## RFP #3755

|       |                                              |       |    |               |              |
|-------|----------------------------------------------|-------|----|---------------|--------------|
| 11    | CCTV/Sonar Combination for 30" Sewers        | 145   | LF | \$ 3.90       | \$ 565.50    |
| 12    | CCTV/Sonar Combination for 36" Sewers        | 464   | LF | \$ 3.90       | \$ 1,809.60  |
| 13    | CCTV/Sonar Combination for 42" Sewers        | 899   | LF | \$ 3.90       | \$ 3,506.10  |
| 14    | CCTV/Sonar Combination for 48" Sewers        | 14026 | LF | \$ 3.90       | \$ 54,701.40 |
| 15    | CCTV/Sonar Combination for 54" Sewers        | 22091 | LF | \$ 3.90       | \$ 86,154.90 |
| 16    | CCTV/Sonar Combination for 60" Sewers        | 8959  | LF | \$ 3.90       | \$ 34,940.10 |
| 17    | CCTV/Sonar Combination for 66" Sewers        | 460   | LF | \$ 4.00       | \$ 1,840.00  |
| 18    | CCTV/Sonar Combination for 84" Sewers        | 10554 | LF | \$ 4.10       | \$ 43,271.40 |
| 19    | CCTV/Sonar Combination for 66" x 106" Sewers | 429   | LF | \$ 4.40       | \$ 1,887.60  |
| 20    | CCTV for 18" Sewers                          | 400   | LF | \$ 0.95       | \$ 380.00    |
| 21    | CCTV for 24" Sewers                          | 400   | LF | \$ 1.85       | \$ 740.00    |
| 22    | CCTV for 27" Sewers                          | 400   | LF | \$ 2.10       | \$ 840.00    |
| 23    | CCTV for 30" Sewers                          | 400   | LF | \$ 2.10       | \$ 840.00    |
| 24    | CCTV for 36" Sewers                          | 400   | LF | \$ 2.10       | \$ 840.00    |
| 25    | CCTV for 42" Sewers                          | 400   | LF | \$ 2.20       | \$ 880.00    |
| 26    | CCTV for 48" Sewers                          | 400   | LF | \$ 2.20       | \$ 880.00    |
| 27    | CCTV for 54" Sewers                          | 400   | LF | \$ 2.35       | \$ 940.00    |
| 28    | CCTV for 60" Sewers                          | 400   | LF | \$ 2.45       | \$ 980.00    |
| TOTAL |                                              |       |    | \$ 270,629.30 |              |

RFP #3755

## **PROPOSED SCHEDULE**

|                          |                                                                      |
|--------------------------|----------------------------------------------------------------------|
| Issuance of RFP          | 1 <sup>st</sup> Ad April 18, 2014, 2 <sup>nd</sup> Ad April 25, 2014 |
| Pre-Submittal Meeting    | April 29, 2014                                                       |
| Final Date for Questions | May 2, 2014                                                          |
| Receipt of Proposals     | May 7, 2014                                                          |

## **PRE-SUBMITTAL MEETING**

A pre-submittal meeting will be held on April 29, 2014 at 10:00 am in Citizens Square (200 E. Berry Street), Suite 250 – Room 255. Attendance is recommended but not required. The meeting will include an overview of the project and address any comments, questions or concerns that may be brought to the attention of the City. Upon written request, any printed materials provided to attendees will also be provided to firms not able to attend.

## **PROFESSIONAL SERVICES AND FEE EVALUATION**

It is the City's intent to evaluate the equipment, qualifications of firm and personnel, as well as the provided fee estimate. Fee estimate review will be based on all services.

## **CONTACT FOR QUESTIONS**

For specific questions on the RFP contact:

Eric Steinman, P.E.  
Engineering Associate – Sewer Rehabilitation Design and Construction  
(260) 427-2689

Enclosed: Spreadsheet of Pipes, GPS Locations of Manholes, Quarter Section Maps, Aerial Maps with Access Information, and Manhole/Pipe Forms





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/13/2014

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

|                                                                                                 |                                                                                                                                                                                                                  |
|-------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| PRODUCER<br>Smith Sawyer & Smith Inc<br>124 E. 8th Street<br>P.O. Box 648<br>Rochester IN 46975 | CONTACT NAME: Kori Pugh<br>PHONE (A/C, No, Ext): (574) 223-2166 FAX (A/C, No): (574) 223-8713<br>E-MAIL ADDRESS: kpugh@smithsawyerins.com                                                                        |
| INSURED<br>R & R Visual Inc, DBA: Rex Robison<br>1828 W Olson Rd<br>Rochester IN 46975          | INSURER(S) AFFORDING COVERAGE<br>INSURER A: Liberty Mutual Insurance 22659<br>INSURER B: Peerless Insurance Company 24198<br>INSURER C: Arlington/Roe & Co., Inc. 0007<br>INSURER D:<br>INSURER E:<br>INSURER F: |

## COVERAGES

CERTIFICATE NUMBER: 12/11/13-14

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE                                                                                        | ADDL SUBR INSR WVD           | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS                                                                      |
|----------|----------------------------------------------------------------------------------------------------------|------------------------------|---------------|-------------------------|-------------------------|-----------------------------------------------------------------------------|
| A        | GENERAL LIABILITY                                                                                        |                              |               |                         |                         | EACH OCCURRENCE \$ 1,000,000                                                |
|          | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY                                         |                              |               |                         |                         | DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000                        |
|          | <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR                           | X                            | CBP9808727    | 12/11/2013              | 12/11/2014              | MED EXP (Any one person) \$ 5,000                                           |
|          |                                                                                                          |                              |               |                         |                         | PERSONAL & ADV INJURY \$ 1,000,000                                          |
|          | GEN'L AGGREGATE LIMIT APPLIES PER:                                                                       |                              |               |                         |                         | GENERAL AGGREGATE \$ 2,000,000                                              |
|          | <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-ECT <input type="checkbox"/> LOC |                              |               |                         |                         | PRODUCTS - COM/OP AGG \$ 2,000,000                                          |
| B        | AUTOMOBILE LIABILITY                                                                                     |                              |               |                         |                         | COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000                            |
|          | <input checked="" type="checkbox"/> ANY AUTO                                                             |                              |               |                         |                         | BODILY INJURY (Per person) \$                                               |
|          | <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS                        | X                            | BA9805325     | 12/11/2013              | 12/11/2014              | BODILY INJURY (Per accident) \$                                             |
|          | <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS                            |                              |               |                         |                         | PROPERTY DAMAGE (Per accident) \$                                           |
| A        | UMBRELLA LIAB                                                                                            |                              |               |                         |                         | Underinsured motorist BI single \$ 1,000,000                                |
|          | <input checked="" type="checkbox"/> EXCESS LIAB                                                          |                              |               |                         |                         | EACH OCCURRENCE \$ 5,000,000                                                |
|          | <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000                     | X                            | CU9800828     | 12/11/2013              | 12/11/2014              | AGGREGATE \$ 5,000,000                                                      |
|          |                                                                                                          |                              |               |                         |                         |                                                                             |
| B        | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY                                                            |                              |               |                         |                         | WC STATUTORY LIMITS <input type="checkbox"/> OTHER <input type="checkbox"/> |
|          | ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)                              | Y/N <input type="checkbox"/> | N/A           |                         |                         | E.L. EACH ACCIDENT \$ 1,000,000                                             |
|          | If yes, describe under DESCRIPTION OF OPERATIONS below                                                   |                              | WC9800128     | 12/11/2013              | 12/11/2014              | E.L. DISEASE - EA EMPLOYEE \$ 1,000,000                                     |
|          |                                                                                                          |                              |               |                         |                         | E.L. DISEASE - POLICY LIMIT \$ 1,000,000                                    |
| C        | Professional Liability                                                                                   |                              | 01000132410   | 7/19/2013               | 7/19/2014               | \$2,000,000 Limit                                                           |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

City of Fort Wayne, it's Division & Subsidiaries is an additional insured per the attached endorsement included on policy CBP9808727

## CERTIFICATE HOLDER

## CANCELLATION

Citizens Square  
City of Fort Wayne  
Department of Purchasing  
200 E. Berry Street, Ste. 490  
Fort Wayne, IN 46802

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Robert Sawyer/MB

# Interoffice Memo

Date: 6/9/14  
To: Common Council Members  
From: Eric Steinman, Engineering Associate, City Utilities Engineering   
RE: 2014 Large Diameter Interceptor Sewer & Siphon Inspection  
W.O. #75993

Council District # 1,2,4,&5

The contractor shall furnish all labor, insurance, equipment, materials and power for the completion of the project: "2014 Large Diameter Interceptor Sewer & Siphon Inspection" as follows: This proposed sanitary sewer project consists of sonar and televising of approximately 60,000 linear feet of the St. Mary's and St. Joe interceptor sewers and approximately 5000 linear feet of siphon sewer inspection.

Implications of not being approved: This project will be proactively locating any defects and debris in two of our most crucial interceptor sewers. These pipes have not been televised previously. We would like to find any defects to prevent collapses and detect debris to allow the pipes to flow fully.

This project was advertised to contractors on April 18, 2014 and April 25, 2014 in the Journal Gazette and the News Sentinel and April 23, 2014 in Frost Illustrated, Inc.

The contract for Work Order # 75993 awarded to R&R Visual, Inc. for \$270,629.30 was the lowest most responsive bidder of 4 bidders. The second lowest bidder was \$14,589.30 above AquaCoustic's bid.

The cost of said project funded by Sewer Utility.

Council Introduction Date: 07/08/14

CC: BOW  
Matthew Wirtz  
Diane Brown  
Construction Manager  
Chrono  
File