



Stoughton Utilities

600 South Fourth Street
P.O. Box 383
Stoughton, WI 53589-0383

Serving Electric, Water & Wastewater Since 1886

Stoughton Utilities
Request for Qualifications (RFQ)
2020

Licensed Plumbers/Utility Contractors interested in
participating in the Private Lead Service Line Replacement Program

Project Scope:

Stoughton Utilities is looking to compile a list of qualified, certified licensed plumbers or utility contractors who are interested in performing private lead service line (LSL) replacement work for owners of properties that have a private LSL on their property. The Wisconsin Department of Natural Resources (WDNR) may make funds available through the **Safe Drinking Water Loan Program (SDWLP)** to Stoughton Utilities to replace the privately-owned portion of a LSL serving a single family home, a multifamily building, a K-12 school, or a licensed infant/children day care facility. Licensed plumbers/utility contractors providing appropriate responses to this RFQ will be placed on a certified plumbers list. This list will be distributed to the owners of properties where a known private LSL exists and the public LSL is being replaced as part of the 2020 Street and Utility Construction project. These property owners would then be able to contract directly with a licensed plumber/utility contractor for replacement of the private LSL. Once work is completed, the property owners may be eligible for costs to be reimbursed in 2021 if Stoughton Utilities is awarded the SDWLP Private LSL Replacement Program grant. It is anticipated that there are approximately 18 private-side LSLs that could be replaced as part of the 2020 project, but may include more if homeowners outside of the project limits elect to participate in this voluntary program. NOTE: Stoughton Utilities has not yet applied for the grant funding as grant application submission is anticipated to begin in Fall of 2020.

Stoughton Utilities encourages Disadvantaged Business Enterprises (DBE), including Minority Business Enterprises (MBE) and Women-owned Business Enterprises (WBE), to submit qualifications for the purpose of being included on the municipality's list of prequalified plumbers/utility contractors for the Private LSL Replacement Program.

Project Goal:

The goal is to eliminate health hazards associated with private LSLs throughout the community. For the purposes of the SDWLP Private LSL Replacement Program, private LSL replacement means, "the replacement of the existing LSL between the curb stop and the water meter within the structure."

The program will provide for reimbursement of eligible costs for a property owner to replace a private LSL. Typical costs might include the cost of excavation, materials, labor, backfill, and restoration. Trenchless methods of pipe installation might also be considered as a typical cost. Non-typical costs at a property may be allowed pending review and approval by Stoughton Utilities and the WDNR SDWLP. A non-typical cost might include the cost of rerouting the private portion of the lead service line to a more acceptable location within a structure when it results in an overall cost saving.

Project Schedule:

- Deadline for Submittal of RFQThursday, June 25, 2020, 8:00 A.M. Local Time
- Issuing Certified Plumbers ListMonday, June 29, 2020

Project Funding Requirements:

Based upon the SDWLP Private LSL Replacement Program guidelines, a municipality may reimburse the aforementioned property owners for eligible and qualified costs when a licensed plumber/utility contractor is contracted directly by the property owner. To comply with the SDWLP funding requirements, Stoughton Utilities will require that the certified licensed plumbers perform the work in accordance with the following:

- 1) Work to be performed by a licensed plumber under Section SPS 305.90 Wis. Adm. Code or utility contractor under section SPS 305.97 Wis. Adm. Code;
- 2) Work to be performed in accordance with the plumbing code requirements found in Wis. Adm. Code SPS Chapters 381-391;
- 3) Work to be performed as required by all applicable OSHA requirements/standard;
- 4) Adequate financial records shall be established and maintained in accordance with the municipal SDWLP Financial Assistance Agreement (FAA);
- 5) Stoughton Utilities will determine the submittal requirements necessary for the licensed plumber/utility contractor to document the private LSL replacement at each address where work was performed;
- 6) Stoughton Utilities will be required to certify that the licensed plumbers/utility contractors performing private LSL replacement work will comply with the SDWLP financial assistance agreement (loan) requirements including Disadvantaged Business Enterprise (DBE) Solicitation (if subcontracting work), the Use of American Iron & Steel (UAIS), and when applicable, Davis-Bacon and Related Acts;
- 7) Davis-Bacon wage rate requirements apply to municipally-bid contracts and also to work contracted by a homeowner if the property is owned in the name of a business. Properties owned in the name of an individual(s) are not subject to Davis-Bacon requirements if the homeowner contracts for the work directly; and
8. Stoughton Utilities will coordinate with the WDNR SDWLP to complete the required NEPA-like environmental review of the affected parcels.

Minimum RFQ Information Requirements:

Licensed plumbers/utility contractors interested in performing lead service line replacements as funded by a municipal SDWLP FAA should address each item below, on your company letterhead, to this RFQ by including (at a minimum) the following information:

- 1) Name/address of plumbing/utility contractor business;
- 2) Name of plumbing business owner and/or registered agent;
- 3) Utility contractor/plumbing license numbers;
- 4) Number of years/months in business as a licensed plumber/utility contractor;
- 5) General business information: Briefly describe your plumbing/utility contractor organization, size and structure. Provide the number of years your firm has been engaged in performing licensed plumber/utility contractor service line replacement/installation work. How many new service line installations and service line replacements has your plumbing business performed in the last three years at: 1) private single-family homes; 2) multi-family buildings; and 3) infant/children day care facilities; and

- 6) References; provide a minimum of three references of similar projects within a 50-miles radius of Stoughton completed during the last three (3) years. Stoughton Utilities reserves the right to use additional references and other information in its decision to certify plumbing/contractors for this project.
- 7) Statement of understanding and certification that you will comply with all aspects and materials used in the project are in full compliance of the UAIS requirements as mandated in EPA's State Revolving Funds program.
- 8) Statement of understanding and willingness to adhere to working safely and according to OSHA and other generally accepted safety standards and practices.
- 9) Statement of understanding and willingness to hire or make good faith efforts to hire subcontractors according to the DBE solicitation provisions.
- 10) Notarized signature of the Officer/Owner of the Business.

RFQs shall be mailed to the following address, and will be accepted until 8:00 A.M. on Thursday, June 25, 2020 at which time the RFQs will be opened.

Stoughton Utilities
P.O. Box 383
Stoughton, WI 53589

RFQs can also be sent electronically to Justin R. Bilskemper, P.E., at justin.bilskemper@strand.com at any time before this deadline.

For questions about submitting an RFQ or questions regarding the project, contact:

Jill M. Weiss, P.E.
(608) 877-7423
JWeiss@stoughtonutilities.com



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APPLICATION FOR REIMBURSEMENT PRIVATE LEAD SERVICE LINE REPLACEMENT PROGRAM

I. APPLICANT INFORMATION

Applicants may receive reimbursement for the actual eligible costs to replace their privately-owned lead service line (LSL) if Stoughton Utilities is successful in obtaining the SDWLP Private LSL Replacement Program Grant. Work must be performed by a plumber chosen from the certified plumbers list. Applications for reimbursement must be received within 60 days of completion of replacement work.

Property Owner: _____ Utility Account #: _____

Service Address: _____ Email Address: _____

Phone Numbers: Home: _____ Business: _____ Cell: _____

Plumbing Contractor: _____ Amount Paid: _____

II. PROPERTY OWNER CERTIFICATION

I hereby certify that the information provided on and with this application is true and accurate to the best of my knowledge.

Property Owner / Applicant Signature: _____ Date: _____

III. PLUMBING CONTRACTOR CERTIFICATION

The undersigned official further certifies, for all private LSL replacement expenditures included in this application for reimbursement, to the Use of American Iron and Steel, as mandated in the U.S. Environmental Protection Agency's State Revolving Fund programs; to following all applicable state regulations; to following all applicable local ordinances and regulations; that all LSL replacements resulted in the complete removal of the LSL and associated materials from the water main to the water meter within the structure; and that a good faith effort was made to solicit subcontractors meeting the Disadvantaged Business Enterprise requirements (if subcontracting work).

Plumbing Contractor Signature: _____ Date: _____ Date Work Completed: _____

IV. SUBMISSION INSTRUCTIONS

This application form will not be accepted unless it is filled out completely, signed by the property owner and plumbing contractor, dated, and returned with all copies intact. The original receipt from the plumbing contractor must accompany this application.

Application must be signed by both the homeowner and plumbing contractor.

A copy of the payment receipt must accompany this application in order to be eligible for reimbursement.

**Return applications to: Stoughton Utilities
P.O. Box 383
Stoughton, WI 53589**

V. FOR UTILITY USE

Date Received: _____ Date Approved: _____ Approved By: _____

_____ Date Work Verified: _____ Work Verified By: _____

Check Number: _____ Date Sent: _____ Reimbursed By: _____