



1117 Route 31, Suite 4, Lebanon, New Jersey 08833 908-238-0502 www.libertyenviro.com

May 10, 2024
Via Email

TO: QUALIFIED CONTRACTORS FOR PUBLIC SANITARY SEWER MAINTENANCE AND EMERGENCY SERVICES

RE: LEBANON BOROUGH SEWERAGE AUTHORITY
REQUEST FOR SANITARY SEWER MAINTENANCE & EMERGENCY SERVICE RESPONDERS FOR
MAY 2024 TO MAY 2025

To Whom It May Concern,

The Lebanon Borough Sewerage Authority (LBSA) is in the process of updating yearly information files about vendors who would be available for annual maintenance service for the Borough's public sewer system, on an as needed basis, or for providing emergency response services on an intermittent but immediate basis (as the need arises). The services sought would be those that would be associated with maintaining a sanitary sewer line, or a line that has become inoperable due to weather, flow conditions, damage to the line, or blockages in an area of a line or manhole. The Authority owns and operates sanitary sewer lines located on and off paved surfaces and in easements that are grass, meadow, wooded areas, and small stretches of cleared wet areas. The easements are maintained to a width of about 20 feet along the length of the easements and any stream crossings are accessible from opposite sides by entrance easements from paved or gravel roadways. Enclosed is a small-scale service area map for the Borough, outlining the layout of the main lines in the municipality.

All work items will follow general National Association of Sewer Service Companies (NAASCO) practices

<https://www.nassco.org/> The services would be requested from a list of authorized vendors, based upon availability of proper equipment for the proposed operation and the response time at the time of the request. The Borough requests a response from your firm about your interest in being considered for the sewer maintenance and emergency services responders list for May 2024 to May 2025. If chosen, you will need to provide the Authority with a copy of your insurance coverage. The Borough will also require a copy of your NJ Business Registration Certification (BRC). BRCs are required from every vendor the Borough purchases goods or supplies from. For detailed information, please click on this link:

<http://www.nj.gov/dca/divisions/dlgs/programs/lpcl.html>.

Finally, you must be able to supply a copy of your current Public Works Contractor Registration (PWCR). Please follow the link for detailed information on PWCR:

<https://nj.gov/labor/wageandhour/registration-permits/register/publicworksregistration.shtml>

Also, enclosed for your use and information are forms for company and equipment information. **Any service not provided by your firm should be marked in the form with an "N/A."** This notice will also be available at the LBSA Borough website as: <https://www.lebanonboro.com/Departments/lebanon-borough-sewer-authority>



Please return original completed forms to the Lebanon Borough Sewerage Authority at 6 High Street, Lebanon, NJ 08833 and email a copy to jhill@libertyenviro.com by no later than **May 14, 2024, to be considered at the May 16, 2024 meeting.**

Very truly yours,

James A. Hill, P.E.
Lebanon Borough Sewerage Authority
Licensed Operator and Engineer

Kayla E. Nissen, C-1
Lebanon Borough Sewerage Authority
Engineer/Operator

encl:
cc: w/encl



LEBANON BOROUGH SEWERAGE AUTHORITY
 6 HIGH STREET, LEBANON, NJ 08833
 c/o Anita Weingart, Secretary/Treasurer
 PHONE 908-236-2704/FAX 908-235-2939
REQUESTS FOR PROPOSALS MAY 2024 TO MAY 2025

EMERGENCY RESPONSE/MAINTENANCE VENDOR - COMPANY/ORGANIZATION INFORMATION

COMPANY NAME:	
ADDRESS:	
CONTACT PERSON:	
PHONE NUMBER:	
FACSIMILE:	
E-MAIL:	
24 HOUR EMERGENCY CONTACTS:	OFFICE AND CELL PHONE NUMBERS
PERSONNEL:	
PHONE NUMBER:	
AVERAGE DAY RESPONSE TIME:	
AVERAGE NIGHT RESPONSE TIME	
COMPANY OFFICER	
PRINTED NAME	
SIGNATURE OF COMPANY OFFICER	DATE

MAKE SURE THE FORMS ARE FILLED OUT SIGNED, PROVIDE BRC, AND PWCR. ALSO, THAT A COPY OF THE PROPOSAL IS PROVIDED TO FREY ENGINEERING



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REQUESTS FOR PROPOSALS YEAR MAY 2024 TO MAY 2025

A. Emergency and Routine Maintenance Services 2024/2025 <i>Pump Trucks and Haulage</i>				
Pump Truck and Haulage: cost is presumed to include portal to portal time				
Emergency (nonscheduled event min. 4 hr.)	Per Event		Additional Charges (list) 1. _____ 2. _____ 3. _____	
Scheduled Call presumed over 4 hours	Per hour			
Size of tankers available for quoted cost (gallons)				
1.	2.	3.	Prevailing Wage Rate if needed.	Per Hour

B. Emergency and Routine Maintenance Services 2024/2025 <i>Jet and Vacuum Services</i>				
Jet-Vac Services: cost is presumed portal to portal				
Emergency event (min. 4 hr.)	Per Call		Additional Charges, disposal solids etc. (list) 1. _____ 2. _____ 3. _____	
Scheduled Call daily rate for 4 hours or more	Per Hour			
Scheduled Work for 40 hours minimum	Per Hour			
			Rate including Prevailing Wage if needed.	Per hour

C. Emergency and Routine Maintenance Services 2024/2025 <i>Jet /Vacuum and Video Services</i>				
Jet/Vac and Video Services: cost is presumed portal to portal supply two sets of reports for each service call.				
Emergency event (min 4 hr.)	Per Call		Additional Charges (list) 1. _____ 2. _____ 3. _____	
Scheduled Call daily rate 4 hours or more	Per Hour			
Scheduled Work for 40 hours minimum	Per Hour			
			Rate including Prevailing Wage if needed	Per hour

D. Emergency & Routine Maintenance Services 2024/2025 <i>Grouting of sections of lines or manholes</i>				
Grouting: cost is presumed portal to portal, and includes cost of grout, average use 5 gallons.				
Emergency event (min 4 hr.)	Per Call		Additional Charges (list) 1. _____ 2. _____ 3. _____	
Scheduled Call daily rate 4 hours or more	Per Day			
Scheduled Work for 40 hours minimum	Per Hour			
			Rate including Prevailing Wage if needed	Per hour



E. Emergency and Routine Maintenance Services 2024/2025 <u>Minor Manhole repairs</u>		
Minor Manhole Repairs: cost is presumed portal to portal, and includes cost per gallon of grout, minimum of 2 gallons per manhole. Minimum call will be four (4) hours presumed to be able to effect two (2) repairs.		
Emergency event (min 4 hr.)	Per Call	Additional Charges (list) 1. _____ 2. _____ 3. _____
Scheduled Call daily rate 4 hours or more	Per Day	
Scheduled Work for 40 hours minimum	Per Hour	
Rate including Prevailing Wage if needed		Per hour

F. Emergency and Routine Maintenance Services 2024/2025 <u>Minor Sewer Line Repairs</u>		
Minor Sewer Line Repairs: cost is presumed portal to portal and includes cost of pipe and any grout or other materials that may be needed for repair. Minimum call will be four (4) hours presumed to be able to effect two (2) repairs.		
Emergency event (min 4 hr.)	Per Call	Additional Charges (list) 1. _____ 2. _____ 3. _____
Scheduled Call daily rate 4 hours or more	Per Day	
Scheduled Work for 40 hours minimum	Per Hour	
Rate including Prevailing Wage if needed		Per hour



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EMERGENCY RESPONSE/MAINTENANCE VENDOR - EQUIPMENT INFORMATION

LIST OF EQUIPMENT AVAILABLE: The listing should include basic equipment specifications such as size of vacuum or water tanks, length of pressure hoses on jetting machines, length of suction hoses on typical vacuum tank trucks, types of cleaner heads available for pressure jets, portable machines which could be used in off-road areas, multi-use equipment - jet/vacuum, etc. **PROVIDE FILLED OUT LIST, OR COMPANY ROSTER OF EQUIPMENT.**

EQUIPMENT NAME	DESCRIPTION OF CAPABILITY