

# CITY OF WILLIAMSPORT, PA RESOLUTION

RESOLUTION # 9353

DATE 9-1-22

TITLE

**RESOLUTION AWARDING PROFESSIONAL SERVICES FOR LEVEE INSPECTION TO  
JORDAN SERVICES INC**

**BE IT HEREBY RESOLVED**, by the City Council of the City of Williamsport that the Williamsport Levee Cross Pipe Inspection services be awarded to **Jordan Services Inc** for **\$132,800**. Anticipated funding source is ARPA.

**BE IT FURTHER RESOLVED**, that the attached agreement is approved and the appropriate city officials are authorized and directed to execute the agreement, and that a copy of this executed agreement then be forwarded to **Jordan Services Inc**, via email.

Approved

James M. Fread  
City Clerk

[Signature]  
President

**Attachment 4 - Price Schedule**

**TV Inspection Services**

Northeast and Northwest Williamsport Systems

**Project Costs**

Item	Description	Unit of Measure	Unit Cost	Estimated Quantity	Total Estimated Cost
1	TV Inspection	Days	\$ 2,950.00	20	\$59,000.00
2	Pipe Jetting/Cleaning	Days	\$ 3,275.00	20	\$65,500.00
3	Deliverables (4 copies)	Lump Sum	\$ 800.00	1	\$800.00
4	Engineering Evaluation	Lump Sum	\$ 7,500.00	1	\$7,500.00
<b>Total Estimated Cost</b>					<b>\$ 132,800.00</b>

A day is 8-hours on site

**Instructions: Please fill in the Unit cost, Estimated Quantity (number of days need), and Total Estimated Cost. Please provide the number of personnel, hours/day, and equipment assumed in the day unit rates.**

**Notes:**

- 1 City of Williamsport will provide 2,500 gallon water truck and driver as needed.
- 2 City of Williamsport will provide water source access through adjacent hydrants and uptake from the river as needed.
- 3 City of Williamsport will provide flagging crew as needed.
- 4 City of Williamsport will contain, remove, and dispose of solid and liquid debris accumulated at access points (manholes, outfalls, inlets)
- 5 City of Williamsport will provide any PennDOT permits/lane closures needed for site access.
- 6 Contractor is responsible for dewatering pipes as needed to perform inspection.
- 7 Operation of valves and pump stations will be performed by City of Williamsport, if needed.
- 8 All work will be performed per the USACE "Guidelines for Video Inspection of Conduits" and "Guidelines for Human/Visual Inspection of Conduits."
- 9 Item 6 Deliverables to meet Section 3 of the USACE "Guidelines for Video Inspection of Conduits" and "Guidelines for Human/Visual Inspection of Conduits."
- 10 Item 4 Engineering Evaluation of conduits to determine condition as: Acceptable, Minimally Acceptable, Unacceptable per USACE requirements.

Adam T West

**Name**

Razor Lake Materials Inc / DBA Jordan Services Inc

**Company**

07/18/2022

**Date**



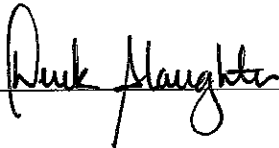
**Signature**

President

Adamwestjordansewicesohio@gmail.com  
Phone: 740-586-3961

**Email/Phone Number**

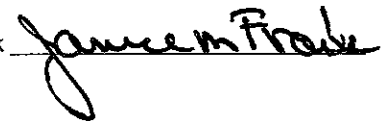
Mayor



Controller



Clerk





**AFFIDAVIT OF GIFT**

For Department Use Only  
 Bureau of Motor Vehicles • 1101 South Front Street • Harrisburg, PA 17104

**INSTRUCTIONS ON REVERSE SIDE OF FORM**

**A VEHICLE INFORMATION**

Title Number		Vehicle Identification Number	
Make of Vehicle	Model	Year	

**B TRANSFEROR(S)**

The undersigned transferor(s) hereby declare(s) under penalty of perjury that I/we have received nothing of value, either directly or indirectly, from the transferee(s) or any other individual or entity in consideration of the transfer of the above-described vehicle, including but not limited to money, property, services or the forgiveness or waiver of any debt, obligation or encumbrance and that all information provided herein is true and correct to the best of my/our knowledge and belief.  
**WARNING:** Falsification of this affidavit could result in criminal prosecution and the revocation of your driving privileges for a period of one year.

Is the transferee related to the transferor?  Yes  No

Identify all the parties and relationship (for example: father/son; mother/daughter; uncle/nephew; friend/friend):

Name of Transferor Number 1 (Please Print)	PA DL/Photo ID# or Bus. ID#	Date of Birth
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Address (Street, City, State, Zip Code)

Signature of Transferor Number 1	Date
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Name of Transferor Number 2 (Please Print)	PA DL/Photo ID# or Bus. ID#	Date of Birth
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Address (Street, City, State, Zip Code)

Signature of Transferor Number 2	Date
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**C TRANSFEREE(S)**

The undersigned transferee(s) hereby declare(s) under penalty of perjury that I/we have given nothing of value, either directly or indirectly, to the transferor(s) or any other individual or entity in consideration for the transfer of the above-described vehicle, including but not limited to money, property, service or the forgiveness or waiver of any debt, obligation or encumbrance and that all information provided herein is true and correct to the best of my/our knowledge and belief.  
**WARNING:** Falsification of this affidavit could result in criminal prosecution and the revocation of your driving privileges for a period of one year.

Name of Transferee Number 1 (Please Print)	PA DL/Photo ID# or Bus. ID#	Date of Birth
--	--------------------------------	---------------

Address (Street, City, State, Zip Code)

Signature of Transferee Number 1	Date
----------------------------------	------

Name of Transferee Number 2 (Please Print)	PA DL/Photo ID# or Bus. ID#	Date of Birth
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Address (Street, City, State, Zip Code)

Signature of Transferee Number 2	Date
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# **VIDEO INSPECTION OF LEVEE SYSTEM CONDUITS**

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**REQUEST  
FOR  
PROPOSALS**

**CITY OF WILLIAMSPORT, PENNSYLVANIA**

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REQUEST FOR PROPOSALS  
TV INSPECTION SERVICES  
NE AND NW WILLIAMSPORT FLOOD PROTECTION SYSTEM

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The City of Williamsport is seeking proposals for TV inspection in support of the Northeast and Northwest Williamsport Flood Protection System Certification Evaluation implemented by the City of Williamsport. The purpose of this work is to perform TV inspection of storm sewer gravity lines that run through the Northeast and Northwest Williamsport flood protection (levee/floodwall) systems.

This document provides an overview of the project. The City of Williamsport requests that the Consultant review the entire document and provide pricing for the line items listed in Attachment 4. Portions of the scope may be removed or items may be added during the course of the project, at City of Williamsport's discretion. Maps of the overall project area and approximate locations of gravity lines to be inspected are attached.

## **SCOPE OF SERVICES**

### **1. SYSTEM DESCRIPTION**

The Northeast and Northwest Williamsport levee/floodwall systems include the following systems:

- Northeast Williamsport, denoted as Williamsport System (NE) on the attached figure, is located in the City of Williamsport and the Township of Loyalsock. The system runs along the east bank of Lycoming Creek, the north bank of the West Branch Susquehanna River, and the west bank of Miller's Run. The system consists of six (6) earthen levee segments totaling 3.4 miles and three (3) floodwall segments totaling 1,810 feet. In addition, the system consists of a number of components, including: four (4) pump stations, twenty-nine (29) gravity drains, and five (5) closure structures.
- Northwest Williamsport System, denoted as Williamsport System (NW) on the attached figure, is located in the City of Williamsport and the Township of Old Lycoming. The system runs along the east bank of Dougherty's Run, the north bank of the West Branch of the Susquehanna River, the west bank of Lycoming Creek, and the south bank of Bottle Run. The system consists of two (2) earthen levee segments totaling 5.5 miles and one (1) 950-foot long floodwall segment. This system also consists of four (4) pump stations, several seepage relief wells, thirty-eight (38) gravity drains, and four (4) closure structures.

The description of the levee and floodwall systems shown is based on the attached maps and is provided for reference only.

### **2. TV INSPECTION SCOPE**

#### **2.1. General Requirements**

1. The Consultant shall provide a preliminary work schedule within five working days after the project kickoff meeting.
2. The Consultant shall provide monthly progress updates.

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TV INSPECTION SERVICES  
NE AND NW WILLIAMSPORT FLOOD PROTECTION SYSTEM

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3. The Consultant shall supply all labor, equipment, and materials necessary to accomplish the work.
4. Pipe Inspection work and deliverables shall be performed to meet the U.S. Army Corps of Engineering (USACE) Baltimore District "Guidelines for Video Inspection of Conduits" and "Guidelines for Human/Visual Inspection of Conduits" as applicable.
5. City will assist any Subcontractor in coordination for site access as needed.
6. City will provide any Consultant with available design/as-built plans of the levee systems for use in the TV inspection.
7. All work will be performed under the supervision of a Professional Engineer licensed in the Commonwealth of Pennsylvania, or designated representative.

2.2. TV Inspection

The Consultant shall conduct a TV inspection of all storm sewer/gravity line pipes identified in this scope of work. The TV inspection will be performed on pipe segments through the levee from structure to structure. The inspection shall consist of an assessment of the current conditions, including identified deficiencies, pipe and structure size, and material(s) of construction for the identified pipe segments through the levees. The inspection shall be performed in accordance with the attached USACE guidelines. TV Inspection locations and preliminary observations are provided in the attachments. The following provides a summary of the TV and structure inspection primary scope of work:

1. Identification, description, and location of existing connections and/or penetrations into the existing storm drain pipes, clogs, and structural defects (i.e. collapsed pipes, separated joints, etc.).
2. Identification of structural defects (i.e. collapsed pipes, separated joints, etc.) in storm sewer structures including manholes, inlets, catch basins, diversion structures, vaults, etc.
3. The Consultant shall follow all OSHA 29 CFR 1910 standards for Confined Space Entry during inspection.
4. Production of a report and DVD to document the results of the TV and structure inspection. The video and field records shall be stationed against the adjacent storm drain structure for reference purposes.
5. Consultant shall remove debris, dewater, and clean any pipe that exhibits a level of buildup of a substance that inhibits the inspection of the pipe.

The City of Williamsport will provide the following items to the Consultant in support of the TV Inspection field work as needed:

1. City of Williamsport will provide 2,500 gallon water truck and driver as needed.

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TV INSPECTION SERVICES  
NE AND NW WILLIAMSPORT FLOOD PROTECTION SYSTEM

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2. City of Williamsport will provide water source access through adjacent hydrants and uptake from the river as needed.
3. City of Williamsport will provide flagging crew as needed.
4. City of Williamsport will contain, remove, and dispose of solid and liquid debris accumulated at access points (manholes, outfalls, inlets).
5. City of Williamsport will provide any PennDOT permits/lane closures needed for site access.
6. Consultant is responsible for dewatering pipes as needed to perform inspection.

2.3. Deliverables

Following completion of the field work, the Consultant shall submit four (4) copies of the following items to the City of Williamsport within three weeks following completion of all required video inspection activities:

1. Electronic inspection videos recorded and organized on CD or DVD.
2. Electronic still-capture pictures of significant defects on CD or DVD.
3. Inspection logs in hard copy and digital PDF format.
4. Summary Report providing:
  - a. Introduction – summary of work performed including dates of inspection;
  - b. Results/Findings – Summary of identification, description, and location of existing connections and/or penetrations into the existing storm drain pipes, clogs, and structural defects (i.e. collapsed pipes, separated joints, etc.);
  - c. An annotated map, showing approximate locations and TV inspection stationing; and
  - d. Table of contents of TV Inspection DVD for ease of lookup.

All inspection videos are to either be configured for viewing using the last version of Windows Media Player, or, the appropriate viewing software must be submitted on each CD or DVD. Files shall be configured to have the ability to use all features of the video player including fast forward capability.

The Consultant shall label each CD or DVD with the following information:

1. Name of Inspection Contractor w/address
2. Flood Risk Management Project/ System
3. Pipe IDs by Station and Drainage Structure Number
4. Disk \_\_\_ of \_\_\_
5. Section \_\_\_\_\_ to Section \_\_\_\_\_
6. Date of Inspection

All work and submitted reports to the City of Williamsport shall be completed by September 1, 2015.

3. **COST ESTIMATE**

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TV INSPECTION SERVICES  
NE AND NW WILLIAMSPORT FLOOD PROTECTION SYSTEM

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1. Provide a Time and Materials budgetary cost estimate to perform the Scope of Work in Attachment 4 – Price Schedule; and
2. For planning purposes, an estimated schedule (number of days) to perform the Scope of Work.

**4. ATTACHMENTS**

Attachment 1 – Project Area Map  
Attachment 2 – USACE Guidelines  
Attachment 3 – Conduit Description, Tables 24-1 to 24-5  
Attachment 4 – Price Schedule

**PROPOSAL REQUIREMENTS**

**Information and Data Required for Each Offeror**

All Proposals submitted shall contain responses to at least the following:

1. Offeror's Method for Providing the Requested Services
  - a. Your understanding of existing conditions and regulations covering flood control facilities.
  - b. Your suggested scope of service for the work items described above.
  - c. Indication of availability of offeror for performing the services solicited herein.
2. Offeror's Qualifications, Experience of Proposed Technical Staff
  - a. Demonstrate the experience of the offeror in conducting efforts of the nature and scope required by the Request for Proposal.
  - b. Identify the key personnel to be assigned to render the service required and submit resumes on their background.
3. Offeror's Stability

Demonstrate the stability and continuity of both staff and management of offeror.

Each proposal shall be signed by an official authorized to bond the offeror and shall contain a statement to the effect that the proposal is a firm offer for a 60-day period.

**BASIS FOR COMPENSATION**

1. Award shall be made to the responsible offeror whose proposal will be most advantageous to the Municipality, price and other factors considered. Among such "other" factors which may be considered in awarding the contract herein are the offeror's qualifications, integrity,



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TV INSPECTION SERVICES  
NE AND NW WILLIAMSPORT FLOOD PROTECTION SYSTEM

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compliance with public policy, record of past performance with the Municipality and other similar agencies, and financial and technical resources.

2. The Municipality reserves the right to negotiate a fair and reasonable compensation for the services to be provided hereunder. Such negotiations shall take into consideration the range of offers submitted pursuant to this Request for Proposal but shall not be limited thereby.
3. This Request for Proposal does not commit the Municipality to award a contract, to pay any costs incurred in the preparation of a proposal pursuant to this request, or to procure or contract for services. The Municipality reserves the right to accept or reject any proposals received pursuant to this request, to negotiate with all qualified sources or to cancel in whole or in part this Request for Proposal if it is in the best interest of the Municipality to do so.
4. The Municipality may require the offerors selected to participate in negotiations and to submit such price, technical and other revisions of their proposal as may result from such negotiations.
5. The services of the Consultant shall commence upon the execution of a subsequent agreement and shall be for the time period specified in said agreement.

**RECEIPT OF PROPOSAL**

Via PennBid, electronic proposal submission ONLY.

**Attachment 4 - Price Schedule**

**TV Inspection Services**

Northeast and Northwest Williamsport Systems

**Project Costs**

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<b>Total Estimated Cost</b>					<b>\$</b>

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Name

Signature

Company

Title

Date

Email/Phone Number