

Benton Charter Township
Water Operator Services RFP
RFP #UTL-2024-01
Q&A

<u>RFP Section</u>	<u>Question</u>	<u>Answer</u>
Section I, II	Will there be an opportunity to ask more questions based on the responses to the above list?	No extension has been granted to submit further questions. Bidders may participate in the Q&A conference as described in Section I. Any changes to the scheduled or RFP process will be provided in a notice.
Section IV	Is there a requirement for the certified operator to live in the proximity of service area?	All requirements for the RFP are listed in section IV of the RFP.
Section IV	Do you have an hourly requirement to be onsite each day? Each week?	All requirements for the RFP are listed in section IV of the RFP.
Section IV	Are you just needing a properly certified operator to oversee operation or wanting an operator to be part of the full operational staff?	The Township is seeking a properly certified operator to oversee the Water Treatment Plant and, as needed, engage with the Township's operational staff to address the requirements described in the RFP to be compliant with state and federal regulations.
Section IV	Will the Contractor be responsible for all reporting for the water system, such as lead and copper or only related to the water treatment plant?	Contractor will only be required to complete reporting on the water treatment activities, but will need to work closely with the water distribution operator to meet statutory requirements.
Section V	What are the current staff levels in treatment and distribution?	Current water treatment employees is 3. Distribution is outside the scope of this RFP.
Section V	Who pays for direct expenses such as utilities, fuel, bulk chemicals, maintenance supplies, lab chemicals, and outside lab services and contractors?	The Township will continue to pay for goods and services outside the scope of the services described to operate the water system. Should the contractor pay these on their own, they will be reimbursed.
Section V	What is the classification of the water system?	Type I, providing year-round service to more than 15 living units or to more than 25 residents.

Section V	Do you have the more specific classification level for the water system?	<p>The Township's water treatment plant is classified as a F-2 plant per Michigan's safe drinking water act regulations. The excerpt from the regulation follows. EGLE requires the Township to have an operator with a Michigan F-2 license or higher (i.e. F-1) in charge of plant operations. In addition to the F-2 license, it is critical the operator of the Township's plant have experience with the same type of treatment as the Township's plant, that is a membrane treatment plant. All operators working at the WTP (even non-supervisors) need to have an F-4 license or higher (i.e. F-1, F-2, or F-3). Distribution systems (water mains, storage tanks/towers, etc.) are classified separately. The Township's distribution system is classified as an S-2 system. EGLE understands Mike Baldwin is the Township's operator in charge of the distribution system.</p> <p>R 325.11901 Classification of treatment systems. (1)(b) Class F-2: Complete treatment systems for community supplies serving a population from 4,000 to 20,000, or with a rated treatment capacity from 2.0 to 5.0 million gallons of water per day.</p>
Section V	Population numbers specific to water system	Approximately 6,700, which matches EGLE records and is consistent with the Township's 2019 Reliability Study and 2023 Drinking Water State Revolving Fund (DWSRF) planning document.
Section V	Do you have a written description of the type of treatment?	<p>The Township's Water Treatment Plant uses microfiltration to filter the water and sodium hypochlorite (bleach) as a disinfectant. The filter modules are capable of removing particles larger than 0.04 microns which includes Cryptosporidium, Giardia Cysts, bacteria, and many other microorganisms. In comparison, a human hair ranges in size from 17 – 181 microns. The sodium hypochlorite deactivates microorganisms that are small enough to pass through the filter pores.</p>

Section V	What is the population served by the plant?	The Township operates water and sewer systems for the entire charter township. Water systems are relied upon by the Township residents and businesses, but also by surrounding municipalities to support emergency response.
Section V	How old is the water system?	The Water System contains three storage tanks, Water Treatment Plante Reservoir, Paw Paw Reservoir, and the Euclid Standpipe. The Water Treatment Plant was constructed in 2011, The Paw Paw ground storage tank was constructed in the late 1960s, and the Euclid steel standpipe was constructed in 1969 (with coatings inspected in 2017 as good condition).
Section V	Could you please confirm if the current employees are certified?	The Township is currently in the process of certifying employees at a higher level, who could be relied upon when the contract begins.
Section V	Are current employees operating 40hrs a week?	Yes, current employees operate at 40 hours per week.
Section V	Can you provide a copy of the last sanitary survey?	Publicly available reports related to the water system are linked here: https://bentonchartertp.org/departments/water-filtration .
Sections I, IV, V	Please confirm that the operation services are for water and water distribution only and that sewers are not included.	The operator services are only for water treatment at the water plant, water distribution and sewer will still be operated by Township employees.
Not Applicable/Required	Are the requested services for the Benton Township distribution system only or are there additional distribution systems connected to the Township system included in scope?	Distribution is not included in the scope of this RFP, only treatment and other plant operations.
Not Applicable/Required	How are meter reads collected? How many meters? How often?	Distribution is not included in the scope of this RFP, only treatment and other plant operations.
Not Applicable/Required	Please list the water facilities and the number of each (Elevated storage tanks, standpipes, treatment facilities) that are included in the scope of work.	Distribution is not included in the scope of this RFP, only treatment and other plant operations.
Not Applicable/Required	Is lawn maintenance snow plowing included in the scope of services? If yes, how many total acres and locations are needed?	Distribution is not included in the scope of this RFP, only treatment and other plant operations.
Not Applicable/Required	How many fire hydrants are in the system? How often are they flushed?	Distribution is not included in the scope of this RFP, only treatment and other plant operations.
Not Applicable/Required	Is there an existing Computerized Maintenance Management System (CMMS)? If not, what do you use?	Distribution is not included in the scope of this RFP, only treatment and other plant operations.

Not Applicable/Required	How are distribution repairs handled (main breaks, service line repairs, hydrant repairs)? In house by water staff, multiple Township Departments, or outside contractors?	Distribution is not included in the scope of this RFP, only treatment and other plant operations.
Not Applicable/Required	Are distribution system Miss digs managed/marked by current water system staff? If not, who handles it? How many Miss digs were marked in 2023?	Distribution is not included in the scope of this RFP, only treatment and other plant operations.
Not Applicable/Required	Is there an existing and active Cross-Connection Program in place? Who manages this program and completes inspections/notifications? If not, what is the Township using instead?	Distribution is not included in the scope of this RFP, only treatment and other plant operations.
Not Applicable/Required	Is there an updated and active valve turning program in place?	Distribution is not included in the scope of this RFP, only treatment and other plant operations.
Not Applicable/Required	What is your current monitoring schedule for the water system?	This is not necessary to respond to this RFP.
Not Applicable/Required	Could we visit the treatment plant?	This is not necessary to respond to this RFP.
Not Applicable/Required	Any current significant deficiencies from EGGLE?	This is not necessary to respond to this RFP.
Not Applicable/Required	Can you provide a copy of service line inventory?	Distribution is not included in the scope of this RFP, only treatment and other plant operations.
Not Applicable/Required	Can you provide copies of any information on the existing treatment plant such as O&M manuals, as built drawings, monthly DMRs, monthly data, etc to review the current system operation?	This is not necessary to respond to this RFP.