

INVITATION FOR BIDS  
LEAD SERVICE LINE REPLACEMENT PROJECT  
January 22, 2025

The City of Norwich has been awarded a NYS Lead Service Line Replacement Program (LSLRP) Grant. The LSLRP was created by the NYS Clean Water Infrastructure Act of 2017 to provide Municipalities with grant funds to assist in the replacement of lead service lines.

**1. SCOPE:**

This specification covers the replacement of lead service lines for the City of Norwich. The City has identified 41 potential lead service lines (based on City records) for replacement of the public side of the service with a total estimated replacement length of 660 feet, as measured from the water main to the curb valve.

The City has identified 5 potential galvanized service lines (based on City records) for replacement of the private side of the service with a total estimated replacement length of 114 feet, as measured from the curb valve to the house connection. The private side service shall only be replaced if it is found to be lead or galvanized, and the public side of the service is also being replaced.

The Contractor shall replace all lead in a service line. There shall be no section of lead left in service.

There are two identified scenarios:

1. The water service is connected to the main with a lead gooseneck and/or the piping on the public side (main to curb valve) is lead or galvanized. In this case, the public side of the water service shall be replaced.
2. If the private side of the water service (from curb valve to house) is also lead or galvanized pipe, the Contractor shall also replace the entire length of the private water service to the shut off valve in the house.

Replacement of the lead service line will include new tap, new corporation stop, pipe, curb stop, and curb box. After installation, the Contractor shall leak test the new line. Warning tape shall be provided for all new section of pipe. The contractor shall backfill and restore all areas disturbed during the work including but not limited to the street, curb, driveway, sidewalk, and yard.

The Contractor shall restore the trench per the Trench Detail in Non-NYSDOT Areas, and the Trench detail in NYSDOT right of ways, accordingly. NYSDOT right of ways include North and South Broad Street, and E. Main Street.

After the trench is restored in the Non-NYSDOT areas per the detail, the Contractor shall grind off 2" of binder asphalt the width of the sawcut pavement by the length of the sawcut pavement, and then furnish and install 2" top course hot mix asphalt (Mix type PG 64V-22) per the Existing Street Reconstruction Details.

For all service lines, the contractor shall excavate the curb stop first, to confirm the type of piping material on both the public and private sides of the curb stop before proceeding further. A representative of the City shall be on site during all excavations to confirm pipe material. If a line is excavated and discovered to be copper it will not be replaced. The Contractor will be paid by the BID unit price for the length of excavation. If the public side material is lead or galvanized, the contractor shall replace the entire section to the main. If the private side is also lead or galvanized, the contractor shall replace the entire private side.

Over the course of the project, any water services that are identified as lead service lines will be replaced. For any private services replaced under this project, the piping may be installed by the contractor, but the connection made between a new water service pipe to the plumbing inside of a home shall be made by a licensed plumber.

The bidder(s), and /or significant subcontractor(s) shall have the experience to perform the project work. Bidder(s) and subcontractor(s) shall provide a list of at least five (5) references of similar work completed over the last ten (10) years with their bid.

**Lead Service Line List of Addresses**

Please see table below of lead service lines to be replaced identified at time of bid. Specific addresses are not provided but will be provided to the bidder awarded with the project. All streets are located in the City of Norwich or just outside the city in the Town of Norwich.

Unk = unknown  
 Cop = copper  
 Galv = galvanized  
 L.L. = lead line

	Address	Size in	Public Type	Private Type	Date	Est. Length to Curb stop ft	Est. Length from Curb to house ft	Remarks
1	S Broad	1	unk	cop	1929	5		tapped off Fire service on American
2	American Ave - Whse	1	lead	galv	1924	18	2	

3	King	3/4	unk	cop	1930	12.5		
4	Baldwin	3/4	unk	cop	1894	21		
5	E. Main	1	unk	cop	1928	6		
6	Borden	2	unk	cop		5		
7	Borden	3/4	unk	plastic		5		
8	N. Broad	3/4	unk	cop	1901	21.5		
9	S. Broad	1	unk	plastic	1936	20		off S Broad
10	Maydole	3/4	unk	galv	1934	13	20	off Burr Ave
11	Burr	3/4	unk	cop	1938	10.5		
12	Burr	3/4	unk	cop	1938	10.5		
13	Burr	3/4	unk	cop	1938	22		
14	Canasawacta	1	unk	cop	1930	21.5		2 1" taps (1 off in 1930)
15	Canasawacta	3/4	unk	cop	2000?	24		

16	Division	2	unk	cop	1922	7.5		
17	Francis	3/4	unk	cop	1935	26		
18	Francis	2	unk	cop	1999	47.5		
19	Hickory	3/4	unk	galv	1911	10.5	20	
20	Hickory	3/4	unk	cop	1914	9.5		
21	Lackawanna	3/4	unk	cop	1902	7		
22	Lackawanna	3/4	unk	cop	1883	7		
23	Lee	3/4	L.L.	galv	1938	3	17	
24	Lee	3/4	unk	cop	1936	6		
25	W. Main	3/4	unk	cop	1935	30		
26	W. Main	3/4	unk	cop	1902	8.5		
27	W. Main	3/4	unk	cop	1935	8		
28	Midland	3/4	unk	cop	1894	10		

29	Natoli	3/4	unk	cop	1895	18		
30	Natoli	3/4	unk	cop	1900	11.5		
31	Steere's	3/4	unk	cop	1892	7		
32	Plymouth	3/4	unk	cop	1935	38.5		tapped on 8"
33	Plymouth	3/4	unk	cop	1935	33.5		tapped on 8"
34	E. Main St. Barts	3/4	unk	cop	1927	23		off Silver
35	Silver	3/4	unk	cop	1934	23		
36	Tara Greene Lane	1	unk	cop	1936	4		
37	Edgewood	2	unk	plastic	1955	35		2 - 1" taps on 12" line opposite house
38	Cty Rd 10A	3/4	unk	cop	1936	9		
39	W Main Ext	1	unk	unk	1922	32.5	55	
40	W Main	1	unk	plastic	1902	15		
41	Randall	3/4	unk	cop		14		
	<b>Total</b>					660	114	

## 2. **BID FORM:**

Bids shall be submitted on the Bid Form provided as Attachment A. Any and all cost shall be included within the line items of the Bid Form. Bid Forms shall not be altered. Any Bid Form altered shall be rejected.

Bid Security - Each bid must be prepared and submitted in accordance with the Instructions to Bidders and must be accompanied by a bid security (i.e. certified check, bank check, or bid bond in the amount of 5% of the total bid).

Note in the space designated on the Bid Form, the Addenda by numbers and dates, which have been received. If no Addenda have been received, insert the word "NONE".

Tax Exempt - This is an exempt capital improvement project, and Bidders shall not include in their bid sales and compensating use taxes on the cost of materials which are to be incorporated into the work and which are to be separately sold by the Contractor to the City of Norwich prior to incorporation into the work of the Contract.

## 3. **BID OPENING:**

Bids shall be submitted in a sealed opaque envelope having clearly marked thereon "**Bid for Lead Service Line Replacement Project 2025**" addressed to the City Clerk, One City Plaza, City of Norwich, NY 13815. The outside of the envelope must bear the name and address of the Bidder and marked as above.

Sealed bids will be received by the Office of the City Clerk, One City Plaza, Norwich, NY 13815 **until 2:00 pm February 20th, 2025** at which time they will be publicly opened and read aloud.

**Contract documents will be available on the City website, and New York State Contract Reporter beginning January 23rd, 2025.**

The City of Norwich may consider informal any Bid not prepared and submitted in accordance with the provisions hereof and may waive any informalities in or reject any or all Bids. The Non-Collusion Affidavit (Attachment B) must be completed and submitted with the bid proposal. Bids submitted without the Non-Collusion Affidavit will be rejected.

Any Bid may be withdrawn prior to the above scheduled time for the opening of Bids or authorized postponement thereof. Any Bid received after the time and date specified or and section of the Bid received after time and date specified will not be considered. No Bidder may withdraw a Bid within forty-five (45) days after the actual date of the opening thereof.

Bids may be held by the City of Norwich for a period not to exceed forty-five (45) days from the opening of Bids for the purpose of reviewing the Bids and investigation of the qualifications of the Bidder, prior to awarding the contract.

**THE CITY OF NORWICH RESERVES THE RIGHT TO REJECT ANY AND ALL BIDS.**

**4. CONDITIONS:**

Bid Item Quantities

Bid Item quantities may increase or decrease. The BID unit pricing shall not be adjusted nor altered to reflect such changes in quantities but shall be maintained for the extent of the contract. The City of Norwich reserves the right to determine how many lead service lines will be replaced.

Performance Bond

A performance bond at 100% of the bid price shall be provided. The performance bond is not required at the time of the bid. Subsequent to the award, the successful bidder has 10 days to produce the performance bond. The failure to produce all bonds shall constitute a default, and the Owner may award the contract to another bidder, or re-bid.

Minority and Women Owned Business Enterprise Requirements (MWBE)

The Contractor shall make good faith efforts to meet MWBE requirements. The goal set for MWBE participation is 30% (15% WBE, 15% MBE). The forms in Attachment C shall be completed.

Insurance

Contractor shall maintain the required insurance per the City DPW Standards.

Prevailing Wage

All work shall be at the prevailing wage. The Prevailing Rate Case Number (PRC# 2024014741 - Lead Service Line Replacement ) has been assigned to the project.

To access the PDF file of your schedule, click on

<https://apps.labor.ny.gov/wpp/publicViewProject.do?method=showIt&id=1580247> or copy and paste into your browser

Payment

Certificates of completion will be signed when work is completed. Contractor shall submit monthly progress reports with Certificates of Completion for approval and payment. Payment will be based on actual length of lead service lines replaced.

**5. SPECIFICATIONS:**

All work shall be in accordance with the City of Norwich Department of Public Works Standards, Revised February 2020, and the City of Norwich Water code, adopted by Common Council 11/21/2013.

All service pipes shall have a minimum cover of 4½'. No service pipe shall be smaller than 3/4" in diameter. All connections of service pipes to a main with a ground cover of less than 5' shall be made on the side of the main so that such service pipes shall in no case have less coverage than the main.

All services shall be connected at right angles to the main, running straight from the main to the curb stop.

The Water System reserves the right to stipulate the size and type of service connection to be used.

The top of the curb box shall be flush with the street's side walk or ground surface.

For services up to 2", type K soft copper tubing shall be used, conforming with ASTM specification B-88-62 or AWWA (American Water Works Association) standard C-800-66. All services larger than 2" shall be ductile iron of a quality equal to AWWA standard C-100, and of weight suitable for service under existing main pressure.

All disturbed areas shall be restored per city of Norwich DPW Standards, Appendix D.

The Contractor shall submit shop drawings to the City for approval prior to any work.

All materials shall be lead-free.

For clarification, the "Saw Cutting" section of the DPW Standards (page 5) Paragraphs 3 – 6 that begins with "The utility requesting more than one (1) street cut shall enter into an agreement with the City to have the City mill and pave the entire street curb to curb" **does not apply to this project**. The City is not intending to repave any of the streets where work is scheduled.

#### **5. CONTRACT PERIOD:**

All service lines shall be replaced and all restoration work complete no later than May 31st, 2025, unless an approved extension is provided by the City.

#### **6. CITY OF NORWICH ROLE:**

The City will provide Project Management and inspection services during construction. The City will coordinate with homeowners and the Contractor to schedule the work.



ATTACHMENT A  
 BID FORM – CITY OF NORWICH LEAD SERVICE LINE REPLACEMENT PROJECT 2025

Bid Item	Number of Service Lines	Approx. Qty & Unit of Measure	Description	Unit Price per linear foot, \$	Extended Total, \$
1	41	660	Replacement of Lead Service Line from the Water Main to the curb	\$ _____	\$ _____
2	5	114	Replacement of Lead Service Line from the Curb to the house connection	\$ _____	\$ _____

Total Bid amount in words

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Bidder Name (Printed)

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The Undersigned acknowledges receipt and review of all Addenda to the Contract Documents listed by number in the space below:

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Bidder Contact Info:

Address:

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Phone:

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Email:

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