

REQUEST FOR PROPOSAL

SEWER CLEANING, CCTV INSPECTION, AND GIS DATA COLLECTION

VILLAGE OF BLOOMFIELD, WALWORTH COUNTY, WISCONSIN

The Village of Bloomfield Utility, Walworth County, Wisconsin, is requesting proposals from qualified Contractors for Sewer Cleaning, CCTV Inspection, and GIS Data Collection Services for the Village's municipal sanitary sewer system.

PROJECT SCOPE (MULTI-YEAR PROGRAM)

The work includes:

- Cleaning and televising approximately 148,000 linear feet of various sized sanitary sewer lines.
- Work shall be completed over a 3 to 5-year period to allow for full system inspection.
- Annual work limits shall be coordinated with Owner.
- Full scope of work is provided in bid document, which can be found on the Village of Bloomfield's website: <https://villageofbloomfield.com/request-for-proposals>

The Contractor shall also provide:

- Inspection reports and PACP defect identification
- Digital video files for each inspected segment
- GIS-compatible data for integration with the Owner's system
- An annual comprehensive summary report

Annual Reporting Requirements:

- Defect type
- Severity (PACP grading)
- Location (manhole to manhole with spatial coordinate and footage)
- Recommend corrective action
- Estimated cost of repair
- Supporting photos and video references

The intent of this contract is to support a long-term asset management and capital improvement planning program.

INSTRUCTIONS TO BIDDERS

Proposal Submission:

Submit proposals by 12:00pm, Friday, May 8, 2026 which will be publicly opened and read at the May 11, 2026 Public Works Committee meeting at 5pm.

Village of Bloomfield Utility
N1100 Town Hall Rd; PO Box 609
Pell Lake, WI 53157
Attn: Lloyd Cole, Village Administrator

Include completed bid form and qualifications.

The Village of Bloomfield reserves the right to reject any or all bids, waive informalities, and accept the bid deemed most advantageous to the Village.

Contact:

Questions may be directed to: Candace Kinsch, Village Clerk Phone: 262-279-6039 x1 Email: clerk.kinsch@villageofbloomfield.wi.gov

BID FORM

Item	Description	Unit	Qty	Unit Price	Total
1	Mobilization	LS	1	\$	\$
2	Sewer Cleaning	LF	148,000 Approx	\$	\$
3	CCTV Inspection	LF	148,000 Approx	\$	\$
4	Root Removal	LF	Allowance	\$	\$
5	Heavy Cleaning	LF	Allowance	\$	\$
6	Bypass Pumping	HR	Allowance	\$	\$
7	Manhole Inspection	EA	Allowance	\$	\$
8	Traffic Control	LS	1	\$	\$
9	GIS MH Spatial data collection	LS	1	\$	\$
Total Bid					\$

AGREEMENT

THIS AGREEMENT is entered into for Sewer Cleaning, CCTV Inspection, and Gis Data Collection by and between the Village of Bloomfield, a Wisconsin Municipality (hereinafter "Village") and _____ (hereinafter "Contractor").

In consideration of the mutual promises of the parties set forth in the Contract Documents, the Contractor agrees to timely perform all work, furnish all labor and materials necessary for the proper completion of the work; and the Village agrees to pay for the work as set forth in the Contract Documents.

The Contract Documents shall consist of the following documents which are hereby made part of this Agreement as if recited at length herein:

- 1) Instructions to Bidders
- 2) Bid Form
- 3) Requirements / Insurance Requirements / Indemnification
- 4) General Requirements
- 5) Sewer Cleaning and CCTV Inspection Parts 1 - 4

IN WITNESS WHEREOF, the Village and the Contractor, by their duly authorized representatives have hereunto

VILLAGE OF BLOOMFIELD

By: _____
Lloyd S. Cole, Village Administrator

Print Name of Contractor

Signature

Attest:

Candace Kinsch, Village Clerk

Print Name and Title

**SEWER CLEANING, CCTV INSPECTION,
AND GIS DATA COLLECTION AGREEMENT
GENERAL CONDITIONS, INSURANCE REQUIREMENTS,
INDEMNIFICATION, AND GENERAL REQUIREMENTS**

I. Requirements

- Contractor must provide an active cell phone number and a valid email address.
- Contractor shall be responsible for operating all equipment in a safe and prudent manner to prevent any injury or damage to persons or property.
- No equipment shall be left on any job site overnight.
- Contractor must provide supervision for all work. The supervisor shall be accessible directly by cellular/mobile phone while performing services in the Village.
- Any licenses or permits that may be required to perform any of the work or to provide any required equipment shall be obtained by, maintained by and at the expense of the Contractor. Evidence of any required licenses or permits shall be provided to the Village of Bloomfield upon request. Any fines or penalties levied by any governmental entity for conduct by the Contractor in connection with the work contemplated by this request for quote shall be paid for by the Contractor.

II. General Conditions

- Compliance with Wisconsin Law
- OSHA safety requirements
- Digger's Hotline coordination required
- Contractor responsible for means and methods

III. Insurance Requirements

At the Contractor's expense, the Contractor shall secure and maintain in effect throughout the duration of this contract, insurance of the following kinds and limits. The Contractor shall furnish a Certificate of Insurance to the Village upon receipt of Notice of Award, prior to commencing work. Insurance policies shall be written with insurance companies licensed to do business in the State of Wisconsin and having a rating of not less than A VI, according to the latest edition of the A.M. Best Company. The limits of liability for the insurance required shall provide coverage for not less than the following amounts, or greater where required by law:

Comprehensive General Liability:

Coverage to include Premise/Operations, Products/Completed Operations, Independent Contractors, Broad Form Property Damage, Contractual and Personal Injury.

Limits:

General Aggregate	\$2,000,000.00
Each Occurrence	\$1,000,000.00
Personal Injury	\$1,000,000.00

Exclusions relating to the Explosion, Collapse and Underground hazards shall be deleted.

Coverage is to be written on an "occurrence" basis.

Cover all claims arising out of the Contractor's operations or premises.

Subcontractor's operations or premises, anyone directly or indirectly employed by the Contractor or Subcontractor, and the Contractor's obligations under indemnifications under this Contract.

Umbrella Liability:

Annual Aggregate	\$2,000,000.00
Each Occurrence	\$2,000,000.00

Workers Compensation:

Shall be in accordance with the provisions of the laws of the State of Wisconsin, including occupational disease provisions, for all employees at the site of the project, and in case work sublet, the Contractor shall require each Subcontractor similarly to provide Workers Compensation Insurance. In case employees engaged in hazardous work under this contract at the site of the project are not protected under Workers Compensations statute, the Contractor shall provide, and shall cause each Subcontractor to provide, adequate and suitable insurance for the protection of employees not otherwise provided.

Comprehensive Automobile Liability:

Coverage to include all Owned, Hired, Non-owned vehicles, and/or trailers and other equipment required to be licensed.

Combined Single Limit	\$1,000,000.00
Umbrella: Aggregate	\$1,000,000.00

Cover all claims arising out of the Contractor's operations or premises, Subcontractor's operations or premises, anyone directly or indirectly employed by the Contractor or Subcontractor, and the Contractor's obligations under indemnifications under this Contract.

The Village of Bloomfield, its officers, and employees shall be named as additional insureds on a primary and non-contributory basis under all required policies of insurance.

An endorsement from the insurance carrier confirming the Village of Bloomfield is additionally insured, including the provisions of legal representation in the defense of claims asserted against the Village of Bloomfield.

The policy shall include a provision preventing cancellation of the insurance policy unless fifteen (15) days prior written notice is given to the Village. This provision shall also be stated on each Certificate of Insurance as "Should any of the above-described policies be canceled before the expiration date, the issuing company will mail 15 days written notice to the certificate holder names to the left".

The Contractor shall require any and all subcontractors performing work under this Agreement to also maintain such minimum insurance coverage.

The Contractor understands and agrees that any bond or insurance required by this contract or otherwise provided by Contractor, shall in no way limit the responsibility to indemnify, keep and save harmless, and defend the Village as herein provided.

Nothing contained herein shall be construed as prohibiting the Village, its officers, agents, or its employees, from defending through the selection and use of their own agents, attorneys, and experts, any claims, actions, or suits brought against them. The Contractor shall be liable for the costs, fees, and expense incurred in the defense of any such claims, actions, or suits.

Neither the Contractor nor any subcontractor shall commence work under this Agreement until the insurance requirements of this Article have been met and a certificate of insurance from the Contractor and any subcontractors evidencing in the required coverage has been provided to the Village.

Contractor must ensure any of its subcontractors maintain the same insurance set forth in the above paragraph. The contractor shall furnish the Village with certificates showing the type, amount, class of operations covered, effective dates and date of expiration of policies. The Village of Bloomfield must be included as an additional insured. Contractor must provide the Village with ten (10) days' advance notice in the event the insurance coverage is cancelled or materially modified in any manner.

IV. General Requirements

- Submittals
 - CCTV videos (2 copies)
 - PACP logs
 - GIS database
 - Operator certifications
- Quality Control
 - NASSCO PACP certification required
 - Engineer approval of work quality
- Traffic Control
 - Follow MUTCD and Wisconsin DOT standards

**This contract for services will be with the Village of Bloomfield, Wisconsin.
All coordination will be through the Village of Bloomfield Administrator.**

33 01 30 – SEWER CLEANING AND CCTV INSPECTION WITH GIS FORMATTING

PART 1 – GENERAL

1.1 Summary

- Work includes cleaning, CCTV inspection, PACP coding, and GIS integration of approximately 148,000 LF of sanitary sewer
- Work shall be phased over 3-5 years
- Provide cleaning prior to inspection
- Deliver CCTV video, PACP logs, GIS-integrated data, and annual reports and repair recommendations

1.2 References

- Wisconsin Administrative Code NR 110 and NR 205
- NASSCO PACP (latest edition)
- OSHA
- MUTCD

1.3 Submittals

- Pre-Construction:
 - Schedule
 - Equipment list
 - PACP certifications
- During construction:
 - Weekly progress reports
 - CCTV and PACP logs (rolling basis)
- Closeout:
 - Final videos
 - GIS database
 - Annual report

1.4 Quality Assurance

- All operators shall be PACP-certified
- Equipment calibration shall be verified daily
- Engineers may review and reject substandard inspections

PART 2 – EQUIPMENT

2.1 Cleaning Equipment

A. High-velocity jetting equipment:

- Minimum 2,000 psi and 65 gpm
- Adjustable nozzles

B. Specialized Equipment:

- Root cutters
- Bucket machines
- VAC trucks

C. Equipment shall be maintained in good working conditions.

2.2 CCTV Equipment

A. Camera:

- Color, high-resolution (minimum 650 lines)

- 360° pan / 270° tilt
 - Centering device required
- B. Lighting:
- Adjustable for full pipe illumination
- C. Recording:
- Digital format (MP4 preferred)
 - On-screen data required

PART 3 – EXECUTION

3.1 General

- Perform work in a manner that minimizes disruption to the public.
- Coordinate with Owner for scheduling and access.

3.2 Cleaning

- Clean lines sufficiently for inspection.
- Perform up to three passes.
- Remove all debris and dispose legally.
- Additional cleaning requires approval.
- No downstream passing of debris

3.3 CCTV Inspection

- Inspect entire pip length manhole-to-manhole.
- Maximum speed: 30ft/min.
- Stop and document all defects and laterals.
- Maintain continuous video and narration.
- Perform bypass pumping as needed.

3.4 Documentation

- Provide PACP logs with defect codes, location and severity.
- Digital logs and narration required.

3.5 GIS Integration

- ESRI geodatabase required
- Link defects, videos, and reports

PART 4 – MEASUREMENT AND PAYMENT

4.1 General

- Payment shall be based on unit prices bid and actual quantities completed and accepted.

4.2 Mobilization

Paid as lump sum

Includes setup, traffic control, and project coordination

4.3 Sanitary Sewer Light Cleaning (LF)

- Measured by linear feet cleaned
- Includes up to three passes of jetting
- Includes debris removal and disposal

4.4 CCTV Inspection (LF)

- Measured by linear feet inspected
- Includes video, logs, and PACP coding

- 4.5 Root Removal (LF)
 - Paid per linear foot where required
 - Must be documented via video prior to removal
- 4.6 Heavy Cleaning (LF)
 - Paid only when authorized by Owner
 - Requires pre-cleaning documentation
- 4.7 Bypass Pumping (HR)
 - Paid per hour when required
 - Must be pre-approved
- 4.8 Manhole Inspection (EA)
 - Paid per each inspected manhole
- 4.9 Traffic Control (LS)
 - Includes all signage, flagging, and safety measures
- 4.10 GIS Data (LS)
 - Includes geodatabase, defect linkage, and media integration
- 4.11 Incidental Work
 - All other work not listed shall be considered incidental