



01/09/2025

Request For Proposals & Bids

Water Service Line Physical Verification

Advertisement for Bids:

The Village of Paw Paw Department of Public Services is requesting proposals for professional services to physically verify water service line material type. The village has 200 water service lines that are of unknown materials. We are seeking to hire a contractor that can verify the water line materials used for each of the locations.

Scope of Work:

The contractor will be responsible for verifying water service line materials in 3 of 4 possible locations. The locations are where the water service line connects at the water main, 18" on either side of the curb box or meter pit in the yard and the fourth location is inside the residence where the water service line enters the building.

The contractor will be responsible for providing and furnishing all necessary labor, tools, equipment, material and transportation to:

- Contact the homeowner and schedule time to physically verify material as it comes into the building. The village will provide the most current phone numbers for each location.
- Cut out and peel the sod away from the excavation points.
- Excavate on both sides of the curb stop or meter pit and physically verify materials and size and take picture of each side. We require material type and size on the water main side of the curb stop or meter pit and material type and size on the customers side of the curb box or meter pit.
- Physically verify the material size and type as it enters the building. We require pictures of the material.

We require 4 high resolution pictures for each property.

- Standing near the road, take a picture of the residence or building with white board sign showing address.
- A picture of the water service line on the main side of the curb stop or meter pit, service line must be cleaned off well.
- A picture of the water service line on the customer side of the curb stop or meter pit, service line must be cleaned off well.

- A picture of the water service line where it enters the building.
- All photos must be put in digital folders labeled by address and submitted to the village.

The contractor will be responsible for backfilling the excavation holes with sand, compacting the sand and replacing the sod that was cut out. No holes are to be left open overnight. The contractor will be responsible for any repairs for damage caused by the investigations. This would cover the cost of filling inspection holes with sand, gravel or topsoil and applying grass seed if needed. This would also include replacing any asphalt or concrete that was removed. Contractor must provide proof of licensing and insurance.

Completion of Work:

- Work must be completed before February 1, 2026.

Deadline for RFP Submissions:

- Sealed proposals will be received by the Village of Paw Paw, 111 E. Michigan Avenue, Paw Paw, MI 49079, phone 269-657-3169. Bids must be received by 11:00 am, Thursday, March 27, 2025, after which time proposals will be publicly opened and read aloud. All bidders shall submit a letter with all the information as described above in the proposal scope section. Paw Paw, Michigan, is in Van Buren County.

Questions or Comments:

Please contact:

Tim Brandys

Director of Public Services

Village of Paw Paw

269-657-3169