

**City of Imlay City**  
**Requests for Proposals and Bids**  
**Water Service Line Physical Verification**

The City of Imlay City is requesting proposals for professional services to physically verify the material type for approximately 146 water service lines. Scope of work and locations are available upon request. The bid shall be a lump sum bid. If you have any questions please contact Ed Priehs, DPW Superintendent at (810) 724-8712. Sealed bids shall be accepted until Tuesday, February 24, 2026 at 3:00 p.m. Sealed bids shall be clearly marked "Water Service Line Physical Verification" and be submitted to City Manager, Craig Horton, 150 North Main Street, Imlay City, MI 48444. The City of Imlay City reserves the right to accept or reject any or all bids, to waive any irregularities and to accept the bid deemed to be in the best interest of the City.

Dawn Sawicki-Franz  
City Clerk

**City of Imlay City**  
**Water Service Line Physical Verification**  
**Scope of Work**

The City of Imlay City is requesting proposals for professional services to physically verify the material type for approximately 146 water service lines. The City will provide a spreadsheet that verifies that each property does not have any conflicts. Specifically, the City will verify that:

1. The curb box is not located in a driveway or sidewalk.
2. The distance the curb box is located from the curb or edge of pavement so a vactor can reach excavation points while staying on the street. To prevent damage to private property, the contractor shall NOT put a vactor on a private driveway. If the weight of a vactor damages a private driveway, the contractor will be responsible for paying the costs of the repair.
3. That there is no custom landscaping (i.e. only turf grass) at the excavation point/s adjacent to the curb stop.

Unless approved by the City, all excavation performed under this contract will be performed using hydro excavation. All work shall be performed Monday through Friday from 7:00 am to 7:00 pm.

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

1. Place door hangers/letters on the doors of homes 1 day prior to excavation to remind the property owner or tenant. The City shall provide the contractor with content to put on the door hangers/letters. The contractor will be responsible for printing and delivering the door hangers/letters.
2. Cut out and peel the sod away from the excavation point/s.
3. Excavate at the curb stop to physically verify the water service line material on both sides of the curb stop.
4. Physically verify and record the following information regarding the water service line on both sides of the curb stop and enter these data points into the spreadsheet provided by the City:
  - Material Type on the Main Side of the Curb Stop
  - Size of the Water Service Line on the Main Side of the Curb Stop
  - Material Type on the Customer Side of the Curb Stop
  - Size of the Water Service Line on the Customer Side of the Curb Stop

The City will provide an electronic and paper/physical spreadsheet that the contractor can use to enter the data points listed above into the respective columns of the spreadsheet. The contractor must provide a complete electronic spreadsheet at the end of the project. The contractor shall always record the actual material observed: lead, copper, plastic, or galvanized. Do NOT use "non-lead."

5. Take two high-resolution pictures for each property:

- Standing near the edge of the street, take a picture that clearly shows if one or two holes were excavated, the obstruction that required two holes (if two holes were excavated) and the home and address number of the home in the background of this picture.
- A picture of the water service line. The water service line must be cleaned off well. The picture must capture the clean water service line in a clear and visible manner on both sides of the curb stop. The water service line must be pictured in a clear and visible manner such that the photo can be used later to verify the data points that the crew records under item 4 above: the material type, and the size of the water service line.

All pictures must be put in digital folders labeled by property address. These photo files shall be provided to the City at the end of the project.

6. Backfilling the excavation holes with sand, compact the sand, and re-placing the sod that was cut out. No holes are to be left open overnight.

Based on the scope of work outlined above, the City's intention is that a two-person crew could perform all the work with one mobilization to each property. One crew member would drive the tractor. A second crew member would drive equipment necessary to the haul sand and equipment for backfilling the excavation point/s.

The City will provide, at NO cost to the contractor, the following supplies, and resources, all of which are located at 641 E. First St., Imlay City, MI 48444:

1. Water from a hydrant to fill hydro excavation equipment;
2. A dump site for material generated from the hydro excavation; and
3. Sand or gravel for backfilling excavation points.

**Total Lump Sum Bid: \$** \_\_\_\_\_

Company Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone No.: \_\_\_\_\_

Email Address: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

# City of Imlay City

## Water Service Line Physical Verification

Address	Curb stop located in driveway or sidewalk?	How many feet from backside of curb to curb box?	Any custom landscape or trees at curb box?
240 S. Almont Ave.			
410 S. Almont Ave.			
425 S. Almont Ave.			
430 S. Almont Ave.			
440 S. Almont Ave.			
464 S. Almont Ave.			
465 S. Almont Ave.			
475 S. Almont Ave.			
500 S. Almont Ave.			
505 S. Almont Ave.			
520 S. Almont Ave.			
540 S. Almont Ave.			
560 S. Almont Ave.			
565 S. Almont Ave.			
585 S. Almont Ave.			
165 W. First St.			
170 W. First St.			
220 W. First St.			
225 W. First St.			
240 W. First St.			
260 W. First St.			
275 W. First St.			
280 W. First St.			
285 W. First St.			
310 W. First St.			
320 W. First St.			
325 W. First St.			
355 W. First St.			
380 W. First St.			
375 W. First St.			
405 W. First St.			
425 W. First St.			
445 W. First St.			
460 W. First St.			
475 W. First St.			
485 W. First St.			
320 Handley			
440 Handley			
450 Handley			
505 Handley			
461 Handley			
455 Handley			

# City of Imlay City

## Water Service Line Physical Verification

Address	Curb stop located in driveway or sidewalk?	How many feet from backside of curb to curb box?	Any custom landscape or trees at curb box?
325 Handley			
235 Handley			
160 Pine St.			
170 Pine St.			
230 Pine St.			
235 Pine St.			
240 Pine St.			
245 Pine St.			
250 Pine St.			
255 Pine St.			
270 Pine St.			
280 Pine St.			
160 W 4th			
210 W 4th			
220 W 4th			
222 W 4th			
230 W 4th			
260 W 4th			
280 W 4th			
290 W 4th			
320 W 4th			
330 W 4th			
340 W 4th			
350 W 4th			
360 W 4th			
370 W 4th			
380 W 4th			
390 W 4th			
420 W 4th			
440 W 4th			
450 W 4th			
545 W 4th			
535 W 4th			
525 W 4th			
505 W 4th			
455 W 4th			
435 W 4th			
425 W 4th			
415 W 4th			
405 W 4th			
385 W 4th			
375 W 4th			
355 W 4th			
345 W 4th			
335 W 4th			

# City of Imlay City

## Water Service Line Physical Verification

Address	Curb stop located in driveway or sidewalk?	How many feet from backside of curb to curb box?	Any custom landscape or trees at curb box?
325 W 4th			
285 W 4th			
265 W 4th			
235 W 4th			
225 W 4th			
215 W 4th			
475 E 4th			
425 E 4th			
405 E 5th			
385 E 5th			
375 E 5th			
345 E 5th			
360 E 5th			
410 E 5th			
440 E 5th			
450 E 5th			
120 W 5th			
150 W 5th			
210 W 5th			
220 W 5th			
230 W 5th			
250 W 5th			
270 W 5th			
280 W 5th			
310 W 5th			
350 W 5th			
360 W 5th			
390 W 5th			
440 W 5th			
470 W 5th			
465 W 5th			
445 W 5th			
375 W 5th			
365 W 5th			
335 W 5th			
325 W 5th			
295 W 5th			
285 W 5th			
275 W 5th			
265 W 5th			
255 W 5th			
225 W 5th			
145 W 5th			
135 W 5th			
125 W 5th			

# City of Imlay City

## Water Service Line Physical Verification

Address	Curb stop located in driveway or sidewalk?	How many feet from backside of curb to curb box?	Any custom landscape or trees at curb box?
130 W 6th			
140 W 6th			
150 W 6th			
210 W 6th			
220 W 6th			
230 W 6th			
240 W 6th			
270 W 6th			
280 W 6th			
290 W 6th			
296 W 6th			
320 W 6th			
340 W 6th			
321 W 6th			
295 W 6th			
275 W 6th			
265 W 6th			
235 W 6th			
225 W 6th			
215 W 6th			
125 W 6th			