



## **Request for Quotes – Well Drilling, Installation, and Development**

City of John Day (“City”) is soliciting quotes from qualified contractors to provide certain well drilling, monitoring, installation, and development services for and on behalf of City.

### **Scope of Services**

The selected contractor will drill, install, and develop five shallow monitoring wells (the “Project”) required for City’s water pollution control facility permit groundwater monitoring program, as described in the Preliminary Technical Specifications attached hereto as Attachment A (the “Services”).

Prior to commencement of the Services, the selected contractor will meet with CwM H2O, LLC (“CwM”), City’s contractor for hydrogeological and water quality monitoring services, to discuss the planned approach to the Services. The selected contractor will work with, and report directly to City Manager Melissa Bethel, and CwM Principal Consultant, Robert Long. It is anticipated that City will enter into an agreement with the selected contractor to drill, install, and develop the five shallow monitoring wells; provided, however, at all times the selected contractor will serve at the pleasure of City’s council. The term of service will commence on or about June 15, 2024.

### **Submission Requirements**

A contractor interested in performing the Services must submit a signed and dated written quote to City containing the following information:

1. Contractor’s legal name, address, contact information, and the name of contractor’s primary contact.
2. Brief information concerning the contractor (e.g., background, types of services provided, experience, expertise, etc.). Please also identify two references.
3. Contractor’s available equipment, supplies, and materials to perform the Services.
4. Contractor’s availability to perform the Services.
5. A completed bid form (i.e. quote) (located on page eight of the Preliminary Technical Specifications attached hereto as Attachment A). The bid form should include the contractor’s “standard” rates, rather than prevailing wage rates.
6. The certificates identified below under the section heading “Quote Submission.”

## **Evaluation**

A submission that contains the required information above will be evaluated based on the following criteria (a total of 100 points are available for scored criteria):

1. Price (85 points).
2. Equipment, supplies, and materials (5 points).
3. Experience (5 points).
4. Availability (5 points).

## **Quote Submission**

Each quote must include a completed certificate of non-discrimination pursuant to ORS 279A.110 attached hereto as Attachment B, and a completed certificate of compliance with tax laws attached hereto as Attachment C.

City will not receive or consider a quote for the Services unless the contractor is licensed by the Oregon Construction Contractors Board.

To be considered, please submit your quote to the attention of City Manager Melissa Bethel via email at [bethelm@grantcounty-or.gov](mailto:bethelm@grantcounty-or.gov) or mail or hand delivery at City of John Day, Attn: City Manager Melissa Bethel, 450 East Main Street, John Day, Oregon 97845. Please mark clearly on the outside of the quote "Well Drilling, , Installation, and Development Quote." Quotes must be received by City on or before 4:00 p.m., Pacific Time, on May 17, 2024, and will be opened at that time. Quotes received after the deadline will not be considered.

Contractors responding to this request for quotes ("RFQ") do so at their own expense. City is not responsible for any costs and/or expenses associated with the preparation and/or submission of any quote. Notwithstanding anything contained in this RFQ to the contrary, if in City's best interest, City reserves the right to amend and/or revise this RFQ in whole or in part, cancel this RFQ, extend the submittal deadline for responses to this RFQ, waive any or all formalities, and/or reject any or all quotes for any reason and/or without indicating reasons for rejection.

If a contract is awarded, City will award the contract to the contractor whose quote will best serve City's interests. Any contract entered between City and the selected contractor will contain terms and conditions required under applicable law and will otherwise be in form and content satisfactory to City. Without otherwise limiting the generality of the immediately preceding sentence, the contract will include terms and conditions concerning, among other things, acceptable standards of performance, compensation, minimum insurance requirements, compliance with laws, indemnification, and representations and warranties.

If you have any questions regarding this RFQ, please contact Melissa Bethel via email (provided above) or telephone at (541) 575-0028. Specifications for the Services (attached to this RFQ as Attachment A), may be reviewed at John Day City Hall, 450 East Main Street, John Day, Oregon 97845. Any addenda to this RFQ will be emailed to contractors that have received this RFQ.

Attachment A  
Preliminary Technical Specifications

[attached]

Attachment B  
Certificate of Non-Discrimination

Pursuant to ORS 279A.110, discrimination in subcontracting is prohibited. Any contractor who contracts with a public contracting agency shall not discriminate against a subcontractor in awarding a subcontract because the subcontractor is a disadvantaged business enterprise, a minority-owned business, a woman-owned business, a veteran-owned business or an emerging small business that is certified under ORS 200.055.

By signature of the authorized representative of the contractor, the contractor hereby certifies to City of John Day that this contractor has not discriminated, and will not discriminate, against a disadvantaged business enterprise, a minority-owned business, a woman-owned business, a veteran-owned business or an emerging small business in awarding a subcontract, and, further, that if awarded the contract for which this quote is submitted, will not so discriminate.

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

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

Printed or Typed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Contractor's Business Name: \_\_\_\_\_

Attachment C

Certificate of Compliance with Tax Laws

The undersigned represents and warrants that the contractor identified below (“Contractor”) has complied with the tax laws of the State of Oregon (and all applicable political subdivisions of the State of Oregon), including, without limitation, any tax laws described in ORS 305.380(4) (individually and collectively, the “Tax Law(s)”). If selected for a contract by City of John Day, Contractor will comply with the Tax Laws during the term of such contract. By signing this Certificate of Compliance with Tax Laws, the undersigned certifies, under penalty of perjury, that Contractor is, to the best of undersigned’s knowledge, not in violation of any Tax Law.

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

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

Printed or Typed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Contractor’s Business Name: \_\_\_\_\_



**PRELIMINARY  
TECHNICAL  
SPECIFICATIONS**

**To:** Well Drilling Contractor

**From:** Bob Long, *RG, CWRE*  
Ian Godwin, *RG*

**Date:** November 9, 2023

**Subject:** City of John Day – Alluvial Aquifer Monitoring Well Installation Requirements

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The following letter outlines the construction of five (5) shallow monitoring wells as required for the City of John Day’s Water Pollution Control Facility (WPCF) permit Groundwater Monitoring Program. The proposed treatment facility is located just west of the current John Day wastewater percolation ponds on the north side of the John Day River. The proposed facility will utilize infiltration trenches to discharge treated water to deposits of the shallow alluvial aquifer. Dedicated upgradient and downgradient monitoring wells are required to track infiltrated water flow and quality as part of the WPCF permit.

Previous drilling and test pit excavation work on site has provided a good understanding of the nature of the alluvial aquifer deposits. The technical specifications and proposed well design outlined below are based on this previous field data. However, given the highly disturbed nature of the alluvial aquifer and variability in past dredging depth and extent, the conditions encountered during drilling may vary from the expected conditions described below.

The project scope of work includes the drilling, installation, and development of five (5) shallow monitoring wells. The work is expected to be completed with one site mobilization/demobilization over a period of approximately 3-4 days.

## **MONITORING WELL CONSTRUCTION**

Based on log information from several borings on site and monitoring wells around the percolation ponds to the east, the base of the coarse dredge tailings and alluvial deposits is estimated to be between 15 and 25 ft bgs at the proposed site (Figure 1). However, the drilling contractor should be prepared (have the materials available on site) to install each of the wells as deep as 30 ft, as tailings of this thickness have been observed elsewhere in the John Day River valley. The static water level can be expected at approx. 5–10 ft bgs in the winter and spring months.

The five monitoring wells are split into three classes based on location relative to the proposed new wastewater treatment plant (WTP) and infiltration system:

- CJD-1: one upgradient background monitoring well (east)
- CJD-2: one infiltration point monitoring (at proposed WTP site), and
- CJD-3, 4 & 5: three downgradient monitoring wells (west).

The proposed locations of the monitoring wells are shown in Figure 2. All wells are located either on City property or within City right-of-way along the west side of Patterson Bridge Road.

The monitoring wells will be constructed as permanent features. Each well will be advanced until the base of the alluvial aquifer is reached, as determined by the CwM hydrogeologist on site. The base of the alluvium is typically marked by a transition from brown, unconsolidated, coarse sand, gravel, and cobbles to greenish-gray, dense, compacted sandy silt and clay sediment.

All five monitoring wells will have the same general construction specifications as follows:

- Sonic drilling method is preferred, air-rotary is allowable (no drilling fluids).
- Sample boxes not necessary. Sonic or air-rotary cuttings are to be placed in plastic bags for inspection at the drilling site.
- 6"-diameter boreholes advanced to the bottom of the alluvial aquifer (<30 ft).
- 2"-ID Sch. 40 PVC casing to 7 ft bgs (understood to be a 10-ft section of PVC with a 3-ft stickup above ground surface).
- 2"-ID Sch. 40 PVC screen with 0.02" slot size from 7 ft bgs (bottom of un-perforated casing) to the bottom of the well.
  - The contractor should be prepared with 5-ft and 10-ft sections of PVC casing and screen. At the approximate expected average well depth of about 23 ft, for example, one 10-ft and one 5-ft section of screen would be placed below the upper un-perforated section of PVC casing. The screened interval is allowed to overlap the static water level in the alluvial aquifer.
- 2"-ID Sch. 40 PVC cap at the bottom of the well to act as a sediment sump below the screened interval of the well.
- 10-20 or 12-20 sand filter pack from the bottom of the well to at least 2 ft above the top of the screen (depth of about 5 ft bgs).
- Hydrated bentonite pellet seal from the surface to 5 ft bgs (top of filter pack).

The five monitoring wells may vary in their surface completions. Most, if not all, of the wells will have an above-ground monument with three protective bollards. However, final site selection for the wells may require one or more wells to have a flush-mounted vault completion.

Above-ground monument completions will have the following specifications:

- 6-8"-diameter steel protective casing with a lockable lid.
- 3-ft stick-up of the 2" PVC casing with well cap.
- The lower 2 ft of the protective casing around the well should be filled with coarse sand.
- 3-ft by 3-ft concrete pad around the protective casing.
- 3 protective concrete-filled bollards installed approximately 3 ft back from the well. The bollards should be painted yellow for visibility. For the three wells along Patterson Bridge

Road (CJD-3, CJD-4, an CJD-5), two of the three bollards should be between the well and the edge of the road.

Any flush-mounted vault completions will have the following specifications:

- Water-tight steel flush-mounted well cover with at least two closure bolts (such as EMCO 8" Bolt Down Manhole Cover).
- The well vault must extend at least 12" below the surface.
- The well vault will be set within a 3-ft by 3-ft concrete pad set flush or nearly flush to ground surface, sloping away from the vault cover.
- An air-tight well cap on the 2" PVC well casing.

The contractor should be prepared (have the materials available on site) to complete up to three flush-mounted wells, though it is expected that all five wells will have above-ground monuments.

## WELL COMPLETION AND DEVELOPMENT

The monitoring wells will be considered completed when the casing and seal are in place, each well has been satisfactorily developed, and the surface completions are in place. Well development will include the removal of all loose material from the bottom of the casing as well as pumping to remove sand and clear out the well screens.

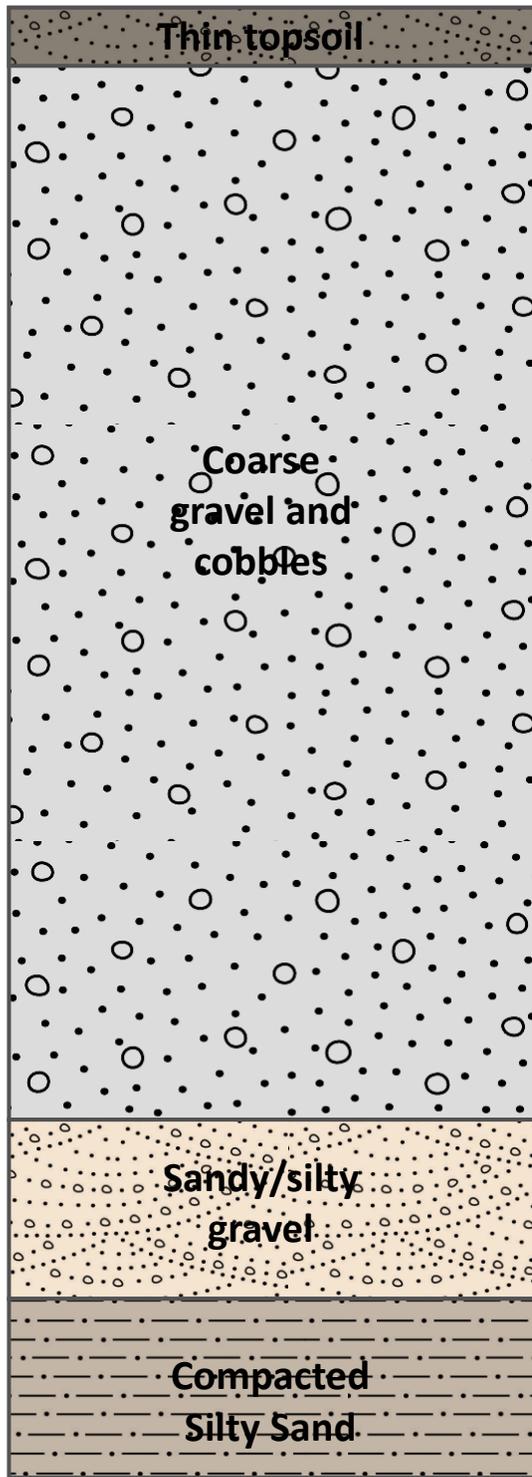
For bidding and scheduling purposes, assume that each well will require the following development:

- 1.0 hour of bailing with a stainless steel or disposable plastic bailer.
- 2.0 hours of purging with a low-flow (2-5 gpm) submersible electric pump. The pumps and power supplies must be provided by the contractor.

CwM staff will measure field water quality parameters (temperature, pH, conductivity, etc.) during pumping to determine when development is complete. Having multiple pumps and power supplies available to develop wells simultaneously is preferred.

## ATTACHMENTS

- Figure 1 – Permanent Monitoring Well Construction Diagrams
- Figure 2 – Field-marked Locations of Monitoring Wells (map)
- Well Construction Bid Form



**Topsoil**  
**<2 ft thick**

**Coarse GW-GP**  
**~10 – 25 ft thick**

**Fine GP-SW**  
**~5 – 10 ft thick**

**Weathered**  
**Bedrock (ML-SM)**

**CWM-H2O**

Complete Water Management



1319 SE MLK, Jr. Blvd, Suite 204  
 Portland, Oregon 97214  
 (503) 954-1326

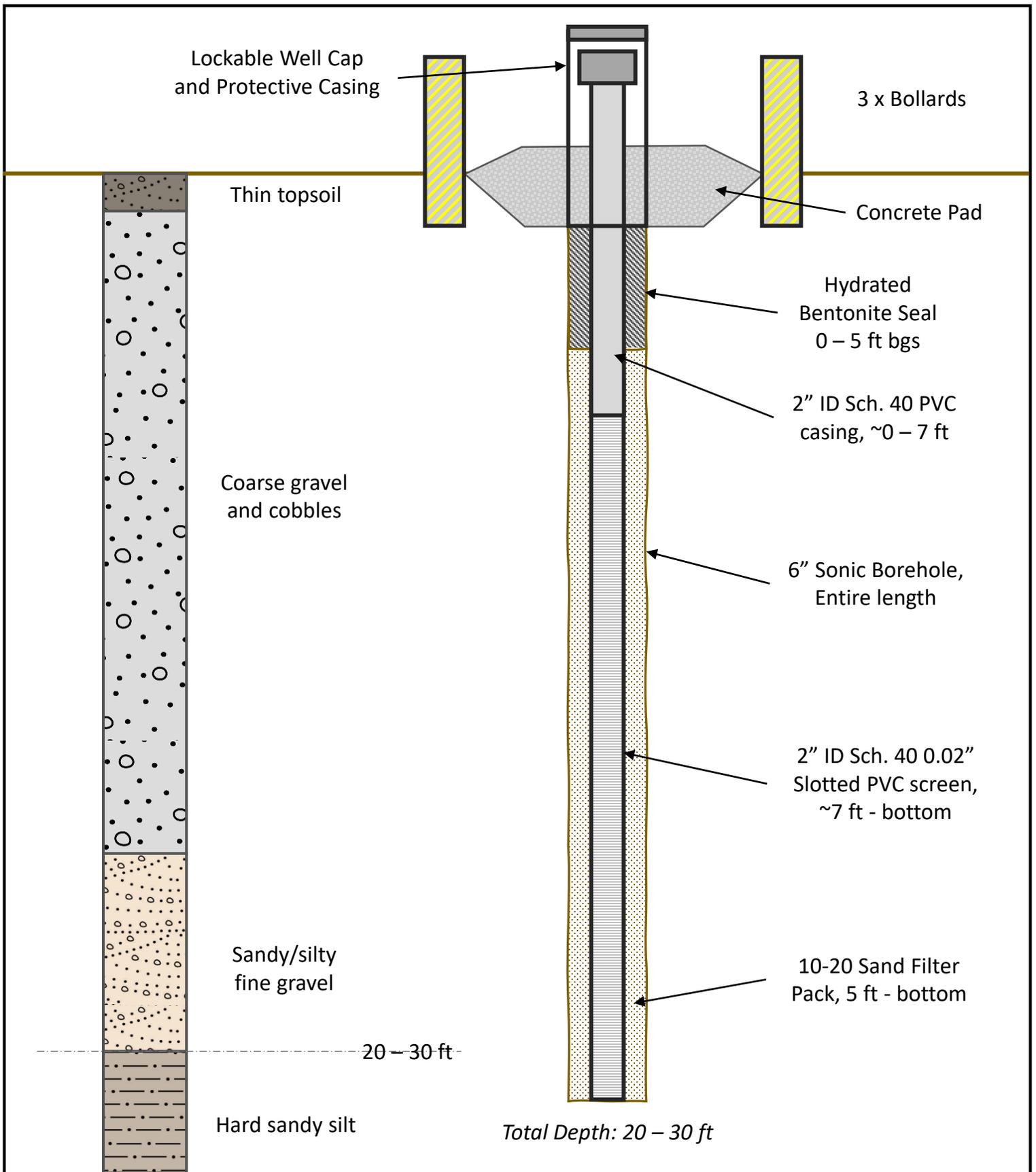
**Approximate Alluvial  
 Aquifer Stratigraphy**

No.	DATE	AUTH	DRAFT
1			
No.	Date	By	Revisions

*Drawing Not to Scale*

Proj#: 2103001  
 John Day WPCF

City of John Day  
 Oregon



**CWM-H2O**  
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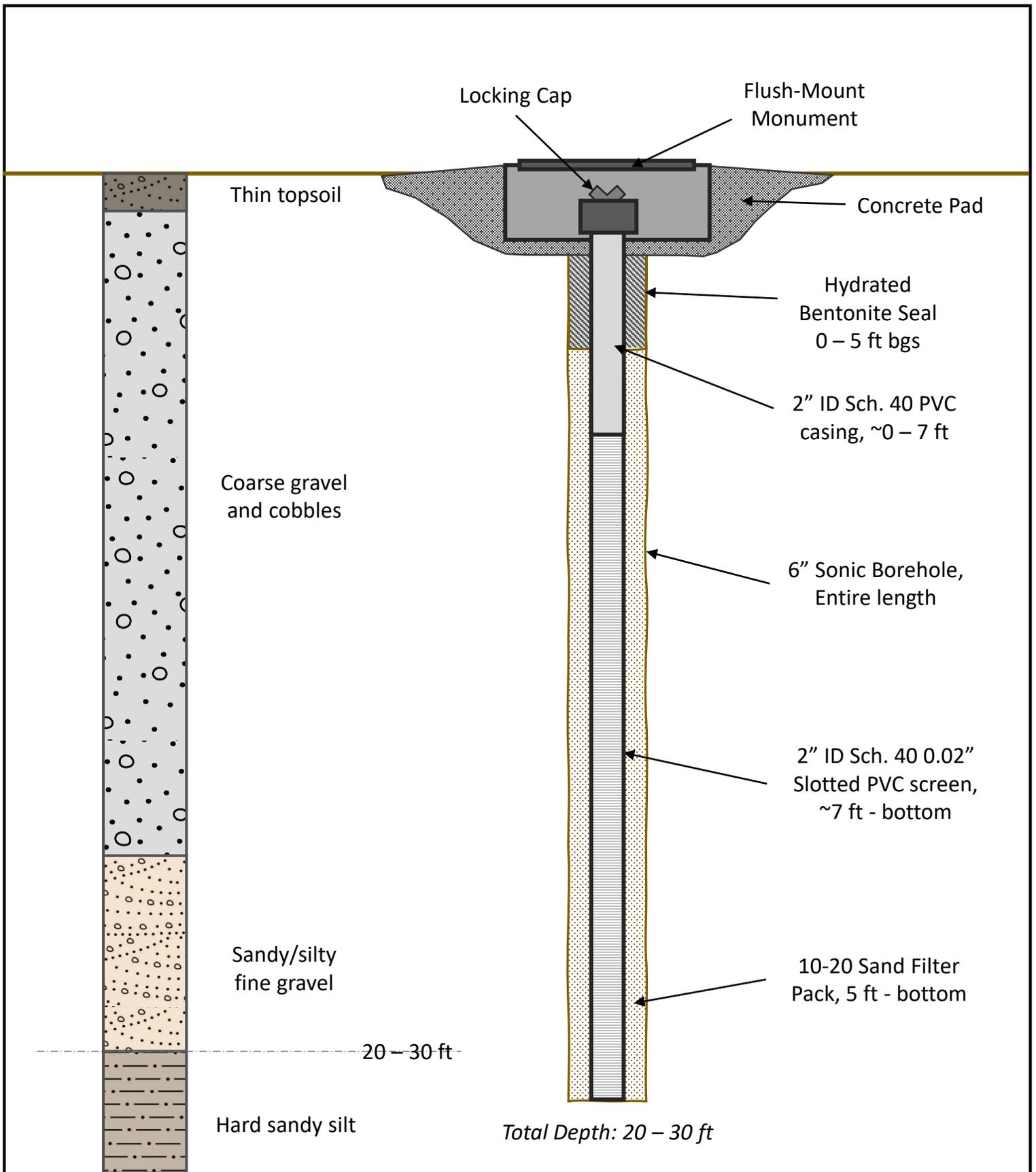
**Monitoring Well Design  
With Above-ground Monument**

1	DATE	AUTH	DRAFT
No.	Date	By	Revisions

*Drawing Not to Scale*

Proj#: 2103001  
John Day WPCF

City of John Day  
Oregon



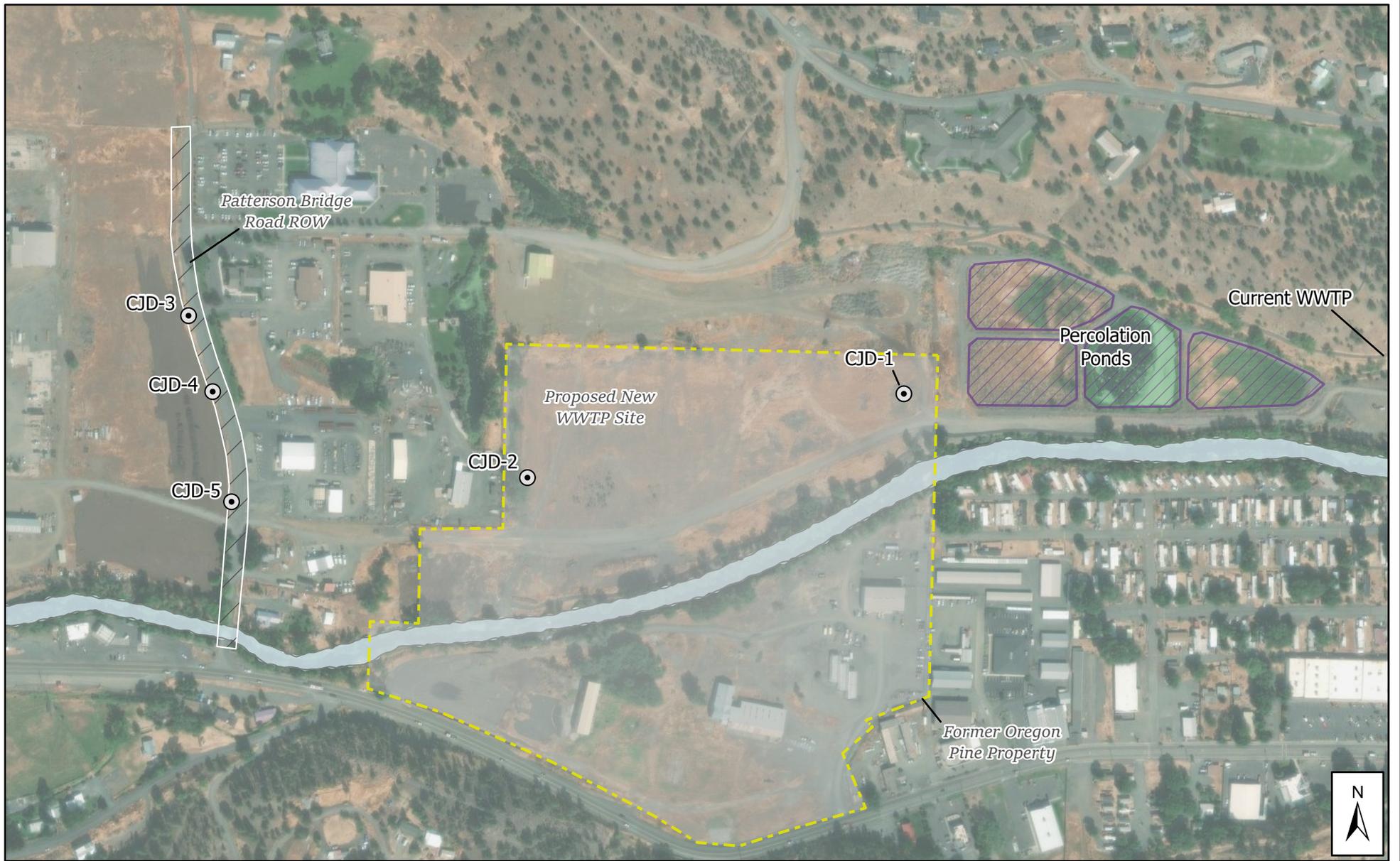
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 Portland, Oregon 97214  
 (503) 954-1326

**Monitoring Well Design  
 With Flush-mounted Monument**

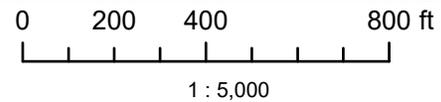
1	DATE	AUTH	DRAFT
No.	Date	By	Revisions

*Drawing Not to Scale*

**Proj#: 2111001**  
**John Day Hydrogeologic Investigation**  
 City of John Day  
 Oregon



**Figure 2**  
**Monitoring Well Locations**



⊙ Proposed Monitoring Wells

**CwM-H2O**



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1	DATE	AUTH	DRAFT
No.	Date	By	Revisions

Proj#: 2111010  
WPCF Monitoring Well Construction

City of John Day

# BID FORM

Bidder submits the Bid with the specific understanding that:

1. The Bid is balanced.
2. The quantities provided are estimates.
3. The City uses the estimated quantities only to compare Bids.
4. Payment on the Bid items are based on the actual calculated quantities of work completed and may be increased or decreased in the final payment.

Bidder, having full knowledge of the quality of the material and labor to be performed, proposes to perform all labor, and furnish all materials necessary for JOHN DAY WPCF PERMIT GROUNDWATER MONITORING at the unit prices as provided below. If Bidder makes a mistake in the extension of prices, the unit prices shall govern.

<b>Alluvial Aquifer Monitoring Wells (5)</b>						
Item No.		Approximate Total Qty		Unit Price		Total Amount
<b>Pre-Drilling Activity – Start-card and Special Standards</b>						
1	Obtain a drilling start-card and special construction standards waiver from OWRD, ensure that a water source is available if needed for drilling, ensure that there is sufficient access for drilling equipment to arrive on site, complete the required utilities clearance survey.	5	Lump Sum	\$		\$
<b>Monitoring Wells - Drilling and Installation</b>						
2	Drill five (5), 6-inch boreholes from ground to 30 ft bgs.	150	Linear Feet	\$	per/foot	\$
3	Furnish and install 2-inch nominal PVC casings to ~7 ft bgs for each of the five (5) monitoring wells, with 3-ft stickups.	50	Linear Feet	\$	per/foot	\$
4	Install cement grout/bentonite seal for 2-inch casing to ~5 ft bgs for each of the five (5) monitoring wells.	25	Linear Feet	\$	per/foot	\$
5	Furnish and install 2-inch nominal slotted PVC screen with 0.02" slot from the bottom of casing to the bottom of the borehole for each of the five (5) monitoring wells.	100	Linear Feet	\$	per/foot	\$
6	Bagging drill tailings for geologist inspection as requested during drilling of each of the five (5) monitoring wells.	5	Lump Sum	\$		\$
7	10-20 or 12-20 filter pack sand installed from the bottom of the seal to the bottom of the well for each of the five (5) monitoring wells.	125	Linear Feet	\$	per/foot	\$
<b>Monitoring Wells - Development and Completion</b>						
8	Install a flush-mount monument set in concrete with a locking well cap or lid for each monitoring well.	Up to 3	Lump sum	\$		\$
9	Install above ground monuments with protective metal casing and locking lid, 2" PVC casing cap, concrete pad, and three protective bollards.	Up to 5	Lump sum	\$		\$
10	Complete well development and clean out any drill cuttings remaining in the well after development.	15	Hours	\$	per/hour	\$
<b>Subtotal for Line Items 1 through 10</b>						<b>\$</b>
11	Mobilization and Demobilization including all equipment and incidental items for installing and developing the wells and site preparation.	1	Lump sum	\$		\$
<b>TOTAL BASE BID FOR WORK</b>						<b>\$</b>

## **Required Federal Contract Clauses**

Use for **Non-Construction** Contracts Where the Grant Award **Exceeds \$100,000**

1. Source of Funds

“Work under this contract will be funded Choose an item. with federal grant funds from the Oregon Community Development Block Grant program.”

2. Conflict of Interest

No employee, agent, consultant, officer, elected official or appointed official of the city or county grant recipient or any of its sub-recipients (sub-grantees) receiving CDBG funds who exercise or have exercised any functions or responsibilities with respect to CDBG activities who are in a position to participate in a decision making process or gain inside information with regard to such activities, may obtain a financial interest or benefit from the activity or have an interest or benefit from the activity or have an interest in any contract, subcontract or agreement with respect thereto, or the proceeds there under, either for themselves or those with whom that have family or business ties, during their tenure or for one year thereafter, in accordance with 24 CFR Part 570.489(h).

3. Minority, Women and Emerging Small Business (*Instruction: Include if contract is \$10,000 or more*)

Before the final payment to Contractor is made, Contractor shall submit Exhibit 5B “Minority, Women and Emerging Small Business Activity Report”.

4. Prohibition on the Use of Federal Funds for Lobbying

As evidenced by execution of this contract, Contractor certifies, to the best of their knowledge and belief that:

**CERTIFICATION REGARDING LOBBYING**

The undersigned certifies, to the best of his or her knowledge and belief, that:

- A. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan or cooperative agreement.
- B. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, “Disclosure Form to Report Lobbying,” in accordance with its instructions.
- C. The undersigned shall require that the language of this certification be included in the award documents for all sub awards at all tiers (including subcontracts, sub grants, and contracts under grants, loans, and cooperative agreements) and that all sub recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Signed

(Contractor)

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Title/Firm

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Date

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