City of Canton
110 Academy Street
Canton, Georgia 30114
(770)704-1500
www.cantonga.gov

REQUEST FOR PROPOSALS

for

ON-CALL WATER, SANITARY SEWER, AND STORMWATER EMERGENCY REPAIR SERVICES

Issued on: October 29th 2026

Deadline for Questions: November 25th 2026 by 4pm

Due Date: December 11th 2026 @ 10am

I. GENERAL INFORMATION & SCOPE SUMMARY

A. The City of Canton ("City") is requesting proposals for qualified construction contractors to submit proposals to provide on-call emergency and repair services for the City's water distribution, sanitary sewer, and stormwater drainage systems.

B. The City intends to establish an On-Call Emergency Task Order Contract and select a pre-qualified short list of two (2) to three (3) contractors for up to a five (5) year term. Issuance of this RFP does not guarantee any specific volume or frequency of work.

C. Operational Requirements & Response Times

1. Availability: Emergency response services must be available 24 hours a day, 7 days a week, 365 days a year (including weekends and holidays).
2. Contractors must be capable of mobilizing and arriving on-site within four (4) hours of initial notification.
3. Compensation Basis: Emergency work will typically be executed on a time-and-materials basis without prior written quotes. Routine work will require standard task quotes.

D. Representative Scope Examples:

1. Water main break repairs and pipeline replacements
2. Sewer line failures, collapses, and manhole installations
3. Stormwater drainage structure and pipe repairs
4. Damaged hydrant and valve replacements
5. Associated support work including dewatering, traffic control, and bypass pumping

E. Regulatory & Safety Compliance – All contractors and performed work must strictly adhere to:

1. Georgia Department of Natural Resources (GA DNR) regulations
2. Environmental Protection Division (EPD) regulations
3. Environmental Protection Agency (EPA) regulations
4. City of Canton ordinances, policies, standards, and specifications
5. All applicable local, state, and federal laws

II. INQUIRIES & COMMUNICATIONS

All questions regarding this RFP must be submitted in writing via email by November 25, 2026 at 4:00 PM. Oral interpretations or clarifications will not be binding. All official clarifications, responses, and addenda will be posted on the City's website at www.cantonga.gov. Proposers are responsible for checking the site periodically.

Address Requests to:

RFP Review Committee
City of Canton
110 Academy Street, Canton, GA 30114
Phone: 770-704-1500
Email: Rfp.review@cantonga.gov

III. PROPOSAL SUBMISSION REQUIREMENTS

Proposals must be limited to a maximum of 20 pages (excluding covers, dividers, and Appendix A).

Submit one (1) original hard copy and one (1) electronic copy (PDF on a flash drive) in a sealed envelope clearly labeled with the Project Name and Proposer's Name/Address to the address listed above. Submittals received after December 11, 2026, at 10:00 AM will be rejected without review. Emailed or faxed proposals will not be accepted.

Submittals must include the following organized sections:

1. Company Qualifications: Company name, history, primary contact details, technical expertise, and applicable Georgia utility/contractor licenses.
2. Personnel & Staffing: Average crew sizes, primary personnel locations, key staff profiles, and organizational capability.
3. Insurance Documentation: Proof of coverage for General Liability, Professional Liability (if applicable), Workers' Compensation, and Commercial Auto.

   Minimum Liability Requirements:

   - *Combined single limit of at least **$1,000,000** (e.g., …with a single limit not less than one million ($1,000,000) dollars).*
   - *A policy listing the City of Canton as an additional insured*.

4. Proposed Work Plan: Detailed strategy for executing routine and emergency work, emergency mobilization protocols, response times, and timeline for delivering routine estimates.
5. Equipment & Coordination: Comprehensive list of available machinery/vehicles. Commitment to coordinate directly with City Employees.
6. Fee Proposal (Appendix A): Complete unit rate sheet. Labor and equipment rates must remain firm for two (2) years, with annual adjustments permitted thereafter. Contractor-supplied materials are subject to a maximum 10% markup (invoices required).
7. Completed Contractor Information Form (Appendix C), Conflict of Interest Certification (Appendix D), E-Verify Federal Work Authorization (Appendix E), and Vendor Statement of Tax Status (Appendix F).

IV. EVALUATION CRITERIA & SELECTION

Proposals will be evaluated qualitatively based on the following key areas:

- Qualifications & Personnel
- Project Approach & Emergency Response Time
- References
- Capacity & Capability
- Fee Proposal Rates
- Overall Proposal Quality

Selection & Award Process

- Interviews: The City reserves the right to conduct interviews with shortlisted contractors following proposal reviews.
- Negotiations: The City will negotiate the final scope details and pricing terms with the highest-evaluated firms. Awards will be based on the greatest overall benefit to the City rather than cost alone.
- Recommendations for contract award are targeted for presentation to the City Council following completion of the evaluation process in December 2026.
- Members of the proposing firm, their agents, lobbyists, attorneys and others shall not contact members of the City Council, any employee of the City other than the contact person or any member of the Selection Committee regarding this project or process. Any such contact shall be ground for automatic disqualification of the firm's submittal.
- The City, at its sole discretion, reserves the right to reject any and all submittals, waive any and all irregularities, and disregard any and all non- conforming or counter submittals.

- The City may accept or reject any or all information submitted as part of the RFP.
- All proposals will be held in confidence until award.

V. ATTACHMENTS

A. Fee Proposal Sheet

B. Contract Agreement

C. Contractor Information Form

D. Conflict of Interest Certification

E. E-Verify Federal Work Authorization

F. Vendor Statement of Tax Status

ATTACHMENT A

FEE PROPOSAL SHEET

On-Call Water, Sanitary Sewer, and Stormwater Emergency and Repair Services

Item	Unit	Rate/Cost
Supervisor (Up to 4 Hours)	Per Hour	
Supervisor (Over 4 Hours)	Per Hour	
Additional Laborer (Up to 4 Hours)	Per Hour	
Additional Laborer (Over 4 Hours)	Per Hour	
Traffic Control	Per Hour	
Skid Steer	Per Hour	
Backhoe	Per Hour	
Mini Excavator	Per Hour	
Dump Truck	Per Hour	
Vacuum Truck	Per Hour	
Concrete Breaker / Tamper	Per Hour	
Pump	Per Hour	
Misc. Equipment (Specify)	Per Hour	