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**Sewer & Stormwater Maintenance Work**

**NGI Trenchless Pipe & Sewer Repair, Inc.**

**November 25, 2025**

**Steven Watts/ NGI Trenchless Pipe & Sewer Repair, INC**

**130 Prominence Point Pkwy 130 142, Canton, GA 30114**

**Subject: Letter of Interest for Consideration – RFP On-call Water, Sewer And Stormwater Emergency and Repair Services**

Dear City of Cleveland:

NGI Trenchless Pipe & Sewer Repair, Inc., headquartered in Canton, Georgia is pleased to submit this Letter of Interest to express our desire to be considered for the RFP On-call Water, Sewer And Stormwater Emergency and Repair Services. Our team is committed to delivering high-quality trenchless solutions Stormwater and Sewer Maintenance & Rehabilitation services that align with the highest standards of efficiency, safety, and long-term performance.

We understand the importance of this project and the responsibilities associated with supporting your utility infrastructure goals. NGI Trenchless Pipe & Sewer Repair, Inc. affirms our full commitment to dedicating the necessary time, personnel, and resources to successfully complete all required services. We have the operational capacity, technical capabilities, and project experience needed to perform the specified tasks promptly and professionally.

Furthermore, NGI guarantees the availability of all key project staff throughout the duration of the project. Our leadership team, field supervisors, and specialized trenchless technicians are prepared to mobilize upon award and remain fully engaged until project completion. We value clear communication, proactive problem-solving, and maintaining a collaborative working relationship with your organization.

We appreciate the opportunity to be considered and look forward to the possibility of partnering on this important initiative. Please feel free to contact us with any questions or to request additional information.

Sincerely,

Steven Watts

*Steven Watts*

Project Manager -Municipal

NGI Trenchless Pipe & Sewer Repair, Inc.

Woodstock, Georgia

Phone: 770-296-2425

Email: [steven@ngitrenchless.com](mailto:steven@ngitrenchless.com)

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**CITY OF CLEVELAND, GEORGIA**  
**PUBLIC WORKS DEPARTMENT**  
**REQUEST FOR PROPOSALS (RFP)**  
**ON-CALL WATER, SEWER, AND STORMWATER**  
**EMERGENCY AND REPAIR SERVICES**

**INVITATION**

The City of Cleveland, Georgia, hereby invites 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.

The City intends to develop a short list of two (2) to three (3) qualified contractors capable of responding to both routine and emergency utility repairs on an as-needed basis.

Proposals shall be submitted in a sealed envelope clearly marked:

**"RFP – On-Call Water, Sewer, and Stormwater Emergency and Repair Services"**

Proposals must be addressed to:

**City of Cleveland**  
**Attn: City Manager**  
**85 South Main Street**  
**Cleveland, GA 30528**

Proposals will be accepted until **February 6, 2026 @ 3:00 p.m.**

The City of Cleveland reserves the right to reject any or all proposals, waive technical or legal irregularities, and negotiate with any proposer in the best interest of the City.

## **PURPOSE**

The purpose of this Request for Proposals (RFP) is to establish a **pre-qualified roster of contractors** to provide **on-call emergency and routine repair services** for the City's utility infrastructure up to a **five (5) year period**.

Issuance of this RFP does not guarantee work volume or frequency.

## **BACKGROUND**

The City of Cleveland provides water and sewer services to residents and businesses within the city's intergovernmental agreement (IGA) service area. The utility system includes:

- Water distribution mains of varying sizes
- Sanitary sewer collection mains and service laterals
- Stormwater drainage infrastructure includes pipes, inlets, and structures

The City is seeking reliable and qualified contractors who can respond quickly, perform quality work, and coordinate effectively with City staff during routine operations and emergency situations.

## **SCOPE OF SERVICES**

### **Emergency Services**

Emergency services may occur **24 hours per day, 7 days per week**, including weekends and holidays. Examples include:

- Water main breaks
- Sewer line failures or collapses
- Stormwater drainage failures
- Damaged hydrants or valves
- Repairing water, sewer and drainage piping and valves
- Replacing and installing manholes and other structures
- Additional work necessary for completion such as dewatering, bypass pumping and other associated work

Contractors must be able to **respond to emergency calls and arrive on-site within four (4) hours** of notification. Emergency work will typically be performed on a **time-and-materials basis**, without prior written quotes.

## **REGULATORY COMPLIANCE**

All contractors and their work must comply with:

- Georgia Department of Natural Resources (GA DNR) regulations
- Environmental Protection Division (EPD) regulations
- Environmental Protection Agency (EPA) regulations
- City of Cleveland ordinances, policies, standards and specifications
- All applicable local, state, and federal laws and regulations

## **CONTRACT STRUCTURE**

Selected contractors will enter into an **On-Call Emergency Task Order Contract** with the City. Contractors may be ranked based on qualifications, rates, responsiveness, and past performance.

The City retains the right and discretion to:

- Select which contractor is contacted for each task
- Remove a contractor from the roster for unsatisfactory performance
- Perform work with City employees and resources or other contractors when deemed necessary or desirable

## **PROPOSAL SUBMISSION REQUIREMENTS**

Each proposal shall include the following:

### **1. Qualifications**

- Company name, address, and contact information
- Brief history of the company
- Description of relevant experience and technical expertise, including all professional licensing
- Primary contact person

## 2. Personnel

- Average crew size
- Location of personnel
- Identification of key staff and services provided

## 3. Insurance

- General liability insurance coverage
- Professional liability E&O coverage
- Workers' compensation coverage
- Other insurance coverage in place

## 4. Proposed Work Plan

- General approach to routine and emergency work
- Mobilization time
- Emergency response capability
- Estimated time to prepare routine work quotes

## 5. Equipment

- List of equipment available for utility work
- Ability to coordinate with City of Cleveland Public Works Director and Deputy Director

## 6. Fee Proposal

Contractors shall complete **Appendix A – Fee Proposal Sheet**.

- Labor and equipment rates shall remain firm for **two (2) years**
- Adjustments may be proposed thereafter on an annual basis
- City may supply materials; contractor-supplied materials may include a **maximum 10% markup** with documentation

## SELECTION CRITERIA

Proposals will be evaluated using the following criteria:

1. Qualifications, experience, personnel and insurance

2. Proposed work plan, responsiveness, and equipment
3. Fee proposal

The City may conduct interviews prior to final selection.

## **QUESTIONS AND ADDENDA**

All questions must be submitted in writing by **January 19, 2026** to:

**Kevin Harris**

**City Manager**

City of Cleveland, Georgia

[kharris@clevelandga.org](mailto:kharris@clevelandga.org)

**Cell 706-915-6489**

Addenda, if issued, will be posted on the City's website. It is the proposer's responsibility to verify receipt of all addenda.

## **RESERVATION OF RIGHTS**

The City of Cleveland reserves the right to:

- Reject any or all proposals
- Waive informalities
- Negotiate terms
- Verify contractor qualifications

Submission of a proposal authorizes the City to investigate the proposer's qualifications and references.