Town Of Ledyard
Water Pollution Control Authority

Request for Proposal #2017-10

Water Services

Commencing July 1, 2017

Ledyard WPCA
741 Colonel Ledyard Highway
Ledyard, CT 06339

Attention: Charles Karno, Town Planner

Ledyard WPCA reserves the right to cancel or modify this RFP at any time without penalty. No part of this document may be reproduced, modified, or edited for any purpose other than to respond to this Request for Proposal.

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I. The Opportunity

A. Executive Summary

The Town of Ledyard's Water Pollution Control Authority (Ledyard WPCA) is accepting proposals to outsource all of its water meter reading, customer notices, and water operations to improve customer service, reduce cost, and improve use of regional resources through collaboration and possible outsourcing of some or all services to a larger or regional provider. The RFP and related documents (DVD) must be obtained from the Office of the Mayor, Town of Ledyard, 741 Colonel Ledyard Hwy, Ledyard, CT 06339.

Sealed letters, endorsed "WPCA-Water Service, Bid 2017-10" will be received at the Office of the Mayor, 741 Colonel Ledyard Highway, Ledyard CT, 06339, until 2:00 PM, on March 28, 2017.

Offerors should be aware that the Town of Ledyard is interested in becoming part of a regional water authority as permitted by Section 7-148cc of the Connecticut General Statutes. Because of this, the Town of Ledyard expects to limit qualified bids to those from municipal utilities and existing regional water authorities.

The period of performance is expected to begin no later than 1 July 2017 and would extend for up to five years (three-year base period with two one-year option periods) unless superseded by a contract between the selected Offeror and a regional water authority of which Ledyard is a member.

The Ledyard WPCA operates as the town-owned provider of drinking water and wastewater services for Ledyard, Connecticut. The Ledyard water and sewer department serves approximately 1,279 homes and 82 businesses in Ledyard and Gales Ferry, and is committed to providing a high level of customer service.

Offerors are also asked to submit pricing in a manner that allows Ledyard WPCA to evaluate the Services on two levels:

1. Distribution, inspection, maintenance, testing and treatment of drinking water (Water System Operation) for the Ledyard WPCA's existing and future drinking water customers as a standalone proposal.
2. Provision of meter reading, customer service, financial reporting (Billing Services) for water and sewer operations as a standalone proposal.

Offerors will have fourteen days to submit proposals for the project. During this time, Offerors will be allowed two weeks to submit written inquiries via e-mail to address any and all questions related to the RFP. Answers to all questions will be distributed to all Offerors who have indicated in writing that they intend to submit a proposal. An additional two weeks will be required to evaluate submissions and negotiate a final contract. Implementation will begin one week after Offeror selection. Full operation is required no later than July 1, 2017.

Event	*Start*	*Finish*
RFP distributed	3/07/17	3/07/17
RFP Q&A and response period	3/21/17	3/21/17
RFP responses due	**3/28/17**	**3/28/17**
Presentations by qualified short-list Offerors	4/05/17	4/05/17
Offeror selection	4/10/17	4/10/17
Implementation	7/1/17	7/1/17

The Ledyard WPCA will award a contract resulting from the RFP to the responsible Offeror whose offer is determined to be in the best interests of the Town of Ledyard. The factors to be considered include the following:

Factor	*Sub-Factors*
Technical Approach & Understanding	Cost Reduction / Avoidance
Management	Oversight, Regulatory Compliance, Quality Control, Reporting, Customer Service
Cost	Fixed, Hourly, Escalation
Fit	Regionalization, Location, Flexibility, Expansion, Timeframe
Personnel	Licensing, Experience

II. Scope of Services

The following section describes the services to be provided.

A. Water System Operation

1. Operate the system and perform all operations, including drinking water distribution, connections/disconnections, maintenance, testing and treatment, including all chemicals and materials required as follows:

    a. Conduct regular maintenance in accordance with manufacturers' recommendations and DPH requirements including but not limited to calibration, lubrication, and process monitoring

    b. Conduct all routine repair in accordance with Offeror's standard Service Level Agreement

    c. Conduct all water system testing according to DPH standards

    d. Conduct all water treatment according to DPH standards

    e. Conduct routine flushing including blow-off devices for water quality according to the schedule listed in the Appendix

    f. Conduct all after hours' service and repair as required

2. Conduct water system integrity testing (for water lost or system leakage) as follows:

    a. Meter reading variances comparing water purchased and water sold based on meter readings over a defined period

    b. Testing for leakage during low usage periods with sonic testing apparatus (Every two years or if percent unaccounted-for-water exceeds threshold)

3. Conduct annual cross-connection inspections, document same and provide cross connection inspection reports to the State of Connecticut Department of Public Health (DPH) according to DPH standards

4. Perform Call Before You Dig (CBYD) services as required by fielding all CBYD requests, looking up the location requested and marking pavement and related areas per CBYD standards

5. Calibrate water source meters annually

6. Provide professional consulting services to assist the Ledyard WPCA with setting water and sewer rates, upon request, and at a separate hourly rate. This engineering services includes inspection of all services and water main installations and to review all site plans.

7. Provide Chief Operator and Interim Operator licensing requirements in accordance with Section 25-32-7A through 14 of the Regulations of Connecticut State Agencies

8. Install, repair and replace new meters and reconditioned meters as necessary
9. Perform connections, disconnections and reconnections as necessary
10. Provide monthly management reports (format to be specified by Offeror and approved by Ledyard WPCA) which should include items such as but not limited to:
    a. Amounts of water used for system flushing or other maintenance
    b. Beginning of month water source meter readings
    c. Completed maintenance events (planned and corrective)
    d. Scheduled maintenance events
    e. Water test completed
    f. Water test scheduled
    g. Chemical usage amounts and locations
    h. Number of CBYD requests
    i. Number of, locations, and size of additional connections
    j. Number of and location of disconnections
11. Manage the Town of Ledyard's Five Year Water Plan
12. Update the Town of Ledyard's Five Year Water Plan
13. Maintain all water storage tanks and water main infrastructure
14. Maintain and provide annual fire hydrant flushing of the distribution system including hydrant flow tests every other year for each hydrant.
15. Maintain State of Connecticut water operator licensed personnel to manage and maintain all Town of Ledyard "Public Water Supply Systems" as identified by the Connecticut Department of Public Health 1
16. All Town of Ledyard "Public Water Supply Systems" require specific water testing and reporting of water quality as identified by the Connecticut Department of Public Health. Water testing, water quality reporting and maintaining of these records shall be part of the scope of work and requirements for the outsourcing contract
17. Provide annual back-flow inspections, document same and provide required state reporting on these inspections
18. Provide the required water meter calibration and change outs in accordance with the State of Connecticut requirements
19. Provide consumer confidence reports for all systems in accordance with Connecticut DPH and USEPA requirements
20. Develop annual valve box clean out and inspection report, including exercising all valves

21. Implement building and grounds maintenance plans and schedules
22. Develop annual line item budgets
23. Provide for all state and federal water testing and reporting as required (see testing schedule in the Appendix)
24. Provide a seasonal plan to be implemented as may be required during periods of heavy snow conditions (snow removal around fire hydrants and access to facilities (tanks, pump stations, master meter vaults))
25. Provide a contingency plan and emergency contact list to the Ledyard WPCA
26. Maintain an inventory of parts to support the water system equipment owned by the Town of Ledyard
27. Develop a customer service plan and report to the Ledyard WPCA quarterly on complaint resolution
28. Provide Oversite of the pump station at Holmberg farms.
29. Provide SCADA maintenance agreement with Woodarn and Curran.
30. Provide 24 hour SCDA Oversite of Ledyard systems.

Notes:

1. Ledyard Town Council / WPCA will retain the rights and responsibilities for setting water and sewer rates

2. Ledyard WPCA intends to provide incentives and/or penalties for minimizing water loss through non-accounted-for water

III. Response Format and Instructions

A. Contract Conditions and Instructions to Offerors

Ledyard WPCA recognizes that Offerors desire to use a standard contract supplied by the Offeror. Ledyard WPCA will utilize such contracts as the basis for negotiation, but reserves the right to make any changes necessary to such agreements in order to conform to Ledyard WPCA legal requirements.

1. Offeror should provide a copy of its service agreement, along with standard maintenance and warrantee contracts.
2. Offeror must provide a response in the format requested by Ledyard WPCA. Ledyard WPCA reserves the right to reject any proposal not conforming to the requirements of this RFP.

3. Proposals shall exclude State and Federal income, real estate and other similar taxes, which shall be the sole responsibility of Offeror.
4. Offeror shall NOT include sales taxes in their pricing to Ledyard WPCA.
5. Offeror shall be responsible for obtaining all appropriate local permits required to perform the services.
6. All services shall be the responsibility of the Offeror, unless otherwise specified in the response by the Offeror.
7. All responses shall be assumed to be complete with the software, hardware and services required to implement the proposed Offeror solution. Failure to include any of these items shall require the Offeror to provide the necessary software, hardware and/or services to provide systems operations as specified at no additional charge to the client.
8. Offeror shall inform Ledyard WPCA of any sub-contractors that it intends to use to perform the services. Ledyard WPCA reserves the right to review and approve Offeror's proposed sub-contractors.
9. This RFP shall in no way obligate Ledyard WPCA to issue any purchase order or to pay any costs incurred in preparation of this RFP. Any such cost or expenses shall be Offeror's sole responsibility.
10. Ledyard WPCA has no obligation to Offeror until the final, definitive agreement is entered into, a formal purchase order is executed, and a written authorization to proceed is provided by Ledyard WPCA or its designee.
11. Press releases regarding any aspect of this solicitation shall not be made at any time without prior written approval by Ledyard WPCA.
12. Data delivered to Ledyard WPCA in response to this RFP shall not be returned.
13. Offeror's proposal in response to this solicitation shall specifically identify any cash discounts for prompt payment of invoices that would apply to any resulting award.
14. Offeror's response to this RFP must specifically identify all exceptions to those requirements with which Offeror cannot comply. Exceptions must be noted in the proposal in the appropriate section.
15. Offeror's contact regarding the solicitation with Ledyard WPCA is restricted to Ledyard WPCA, or such other person designated by Ledyard WPCA. Questions regarding this RFP must be directed, electronically, to Charles Karno at planner@ledyardct.org or such other person designated by Ledyard WPCA. All questions will be gathered from Offerors and questions and answers given to Offerors will be distributed to all Offerors.

B. Offeror Recommendation and Pricing Instructions

Based on the information provided in this RFP, please provide your recommendation on service delivery, pricing, and any other relevant recommendations from your organization. The following items must be easily identified for evaluation:

1. Services proposed. Pricing should be inclusive of all equipment, material, supplies, systems, software and other tools required for delivery of the services, unless otherwise noted. If there is a step function in pricing, please be clear where each step occurs and what drives each pricing step.
2. Describe the minimum level of certification and training your organization will deploy for each service delivered.
3. Note your ability to meet the time line for implementation as outlined in the Executive Overview.
4. Describe what pricing would be available to Ledyard WPCA and at what discounted rates. Pricing must be valid for 180 days from RFP due date.
5. Provide pricing and rate information for the services described in the Scope of Services section in the following format:

Line	Description	Year 1	Year 2	Year 3	Year 4	Year 5
1	***Annual Contract Rates***					
2	Billing Services					
3	***Time & Material Rates***					
4	Labor Categories (Fully Burdened Hourly Rates - Normal Working Hours)					
5	Offerors Category Description					
6	Offerors Category Description					
7	Offerors Category Description					
8	Offerors Category Description					
9	Offerors Category Description					
10	Labor Categories (Fully Burdened Hourly Rates - After Normal Working Hours)					
11	Offerors Category Description					
12	Offerors Category Description					
13	Offerors Category Description					
14	Offerors Category Description					
15	Offerors Category Description					
16	Professional Consulting (Fully Burdened Hourly Rates)					
17	Offerors Category Description					
18	Offerors Category Description					
19	Offerors Category Description					
20	Offerors Category Description					
21	Offerors Category Description					

C. Offeror Information

1. State the number of employees you have, and include training certifications, operator licenses and skill levels of each.
2. Identify whether your system operators and other staff are employees or subcontractors, and if you use a combination, state the approximate percentage of each. Please identify any firms you plan to contract with to provide services.
3. Describe your IT infrastructure and capabilities for providing billing services. Please be specific and descriptive regarding your system redundancy, flexibility, security, reliability and functionality.
4. Describe or provide a copy of your standard Service Level Agreement for the following:

    a. Routine service call (residential and business)

    b. After hours' service call

    c. Water main break (define severity levels if necessary)

    d. Meter read or meter inquiry (normal business hours)
5. Define your normal operating and/or business hours.
6. Provide any other information you feel the Ledyard WPCA would find relevant or need to know, including suggestions for operating practices, billing practices, etc.
7. Provide a copy of your most recent audited financial statement or annual report.

All submissions must be in writing (10 hard copies plus a complete copy on electronic media or sent via email to planner@ledyardct.org), and will be received at the Mayor's Office, Ledyard Town Hall, 741 Colonel Ledyard Highway, Ledyard, CT 06339, until 2 pm on March 28, 2017.

Questions regarding the services to be provided the RFP may be addressed to the Ledyard Town Planner, 741 Colonel Ledyard Highway, Ledyard, CT 06339, telephone 860-464-3215, or by email to planner@ledyardct.org.

The Town of Ledyard reserves the right to accept or reject any or all options, bids, responses to the request for qualifications, or proposals; to waive any technicality in a statement or part thereof submitted, and to accept the statement deemed to be in the best interest of the Town of Ledyard. All materials submitted shall become the property of the Town of Ledyard. The receipt of any response to this request shall in no way be construed to create or imply a contract or obligation between the parties.

IV. Definitions

Five Year Water Plan – a document prepared by the Ledyard WPCA in compliance with Connecticut state standards

Ledyard WPCA – the Town of Ledyard Water Pollution Control Authority as defined by Town of Ledyard ordinance

Offeror – the organization responding to this RFP with the intention of delivering the Services

Service Level Agreement – a written document stating the response times to which Offerors shall adhere, defining severity level, maximum time to respond, maximum time to repair

V. Water System Specifications

A. Water System Overview

The Ledyard Water and Sewer Department serves 1,387 residential water customers and 68 commercial water customers. All meters are read monthly. Billing is performed monthly for commercial and residential customers.

The Ledyard WPCA has four distinct water service areas as follows:

Service Area	*PWS ID No.*	*Population*
Highlands	CT0720031	4134
Ledyard Center	CT0727091	2220
Gales Ferry	CT0727051	2054
Avery Hill	CT0720061	127

Infrastructure includes approximately 244,171 feet of main varying in size from 16-in to 8-in ductile iron; 10-in to 4-in cast iron, and 2-in and smaller service lines. There are two storage tanks (1 million gal – Holmberg Orchard; 750,000 gallons – Ledyard Center). Master meter vaults measure water purchased from Groton Utilities at Route 12 (Gales Ferry system) and Route 117 (Ledyard Center system) interconnections and the flow from Ledyard to Montville (Bluff Road). Groton Utilities monitors these vaults. There are approximately 1387 metered customer accounts; 736 valves; and 362 hydrant assemblies (w/ valves). All customer-side water meters are remote readable Neptune T-10 meters.

Total drinking water gallons used is approximately 332,500 gallons per day or approximately120 million gallons per year.

A few of the commercial meters need to be hand read.

B. Water System Detailed Specifications

Detailed water system specifications can be found on a DVD that accompanies this RFP. Offeror agrees not to copy or distribute the information contained on the DVD and also agrees to return the DVD within 30 days of receipt.

The DVD contents are as follows:

Gate Valve Data Folder

Gate Valve Tie Cards (by Street)

Ledyard F-Plan (GV) Index (by F#)

Data Folder

Hydrant Valve Tie Cards (by Street)

Hydrant Flow Data Table 2015 (by Hydrant #)

Master Plan Folder

Master Plan

Mains Master Plan

Gales Ferry Sampling Master Plan

Ledyard Center Sampling Master Plan

Services Data Folder

Service Tie Cards (by Street)

Record Plans Folder

Record Plan Index (by Street)

Scanned Record Plans (by L#)

Appendix A - Water Quality Monitoring Schedule

Connecticut Department of Public Health Drinking Water Section
Water Quality Monitoring and Compliance Schedule

PWS ID	PWS Name	Classification	Population	Owner Type	Primary Source
CT0727051	LEDYARD WPCA, GALES FERRY SYSTEM	C	2,369	L	SWP

Local Address (where applicable)

Service Connections	Residential	Commercial	Industrial	Combined	Agricultural
	589	51			

Towns Served: GROTON, LEDYARD

Monitoring Requirements

Water System Facility: **DISTRIBUTION SYSTEM (WSF ID: 00600)**

Asbestos (1094) — 1 routine (RT) per nine years

Sampling Point (Sampling Point ID)	*Monitoring Period*	*Collection Period*	*Compliance Status*
Select from Inventory of Active Sampling Points	1/1/11 - 12/31/19		

Total Haloacetic Acids (2456) — 1 routine (RT) per quarter

Sampling Point (Sampling Point ID)	*Monitoring Period*	*Collection Period*	*Compliance Status*
HENNY PENNY RT. 12 (AR34706)	7/1/16 - 9/30/16	8/1-8/31	Complete
	10/1/16 - 12/31/16	11/1-11/30	Complete
	1/1/17 - 3/31/17	2/1-2/28	
	4/1/17 - 6/30/17	5/1-5/31	
	7/1/17 - 9/30/17	8/1-8/31	

Total Trihalomethanes (2950) — 1 routine (RT) per quarter

Sampling Point (Sampling Point ID)	*Monitoring Period*	*Collection Period*	*Compliance Status*
HOLMBERG ORCHARD (AR34708)	7/1/16 - 9/30/16	8/1-8/31	Complete
	10/1/16 - 12/31/16	11/1-11/30	Complete
	1/1/17 - 3/31/17	2/1-2/28	
	4/1/17 - 6/30/17	5/1-5/31	
	7/1/17 - 9/30/17	8/1-8/31	

Total Coliform (3100) — 4 routine (RT) per month

Sampling Point (Sampling Point ID)	*Monitoring Period*	*Collection Period*	*Compliance Status*
Select from Inventory of Active Sampling Points	9/1/16 - 9/30/16		Complete
	10/1/16 - 10/31/16		Complete
	11/1/16 - 11/30/16		Complete
	12/1/16 - 12/31/16		Complete
	1/1/17 - 1/31/17		Complete
	2/1/17 - 2/28/17		
	3/1/17 - 3/31/17		
	4/1/17 - 4/30/17		
	5/1/17 - 5/31/17		
	6/1/17 - 6/30/17		
	7/1/17 - 7/31/17		
	8/1/17 - 8/31/17		

Lead And Copper (PBCU) — 10 routine (RT) per three years

Sampling Point (Sampling Point ID)	*Monitoring Period*	*Collection Period*	*Compliance Status*
Select from Inventory of Active Sampling Points	1/1/16 - 12/31/18	6/1-9/30	
	1/1/19 - 12/31/21	6/1-9/30	

Physical Parameters (PPS) — 4 routine (RT) per month

Sampling Point (Sampling Point ID)	*Monitoring Period*	*Collection Period*	*Compliance Status*
Select from Inventory of Active Sampling Points	1/1/17 - 1/31/17		Complete
	2/1/17 - 2/28/17		
	3/1/17 - 3/31/17		

NOTE: This information has been provided to help owners and operators of public water systems maintain compliance with drinking water quality monitoring requirements. Any inaccuracies contained herein will not relieve the owner or operator of the requirement to maintain compliance with the applicable regulations.

Connecticut Department of Public Health Drinking Water Section
Water Quality Monitoring and Compliance Schedule

PWS ID	PWS Name	Classification	Population	Owner Type	Primary Source
CT0727051	LEDYARD WPCA, GALES FERRY SYSTEM	C	2,369	L	SWP

Local Address (where applicable)

Service Connections	Residential	Commercial	Industrial	Combined	Agricultural
	589	51			

Towns Served: GROTON, LEDYARD

Monitoring Requirements

Water System Facility: **DISTRIBUTION SYSTEM (WSF ID: 00600)**

Physical Parameters (PPS) — **4 routine (RT) per month**

Sampling Point (Sampling Point ID)	*Monitoring Period*	*Collection Period*	*Compliance Status*
	4/1/17 - 4/30/17		
	5/1/17 - 5/31/17		
	6/1/17 - 6/30/17		
	7/1/17 - 7/31/17		
	8/1/17 - 8/31/17		

Physical Parameters (PPX) — **4 routine (RT) per month**

Sampling Point (Sampling Point ID)	*Monitoring Period*	*Collection Period*	*Compliance Status*
Select from Inventory of Active Sampling Points	9/1/16 - 9/30/16		Complete
	10/1/16 - 10/31/16		Complete
	11/1/16 - 11/30/16		Complete
	12/1/16 - 12/31/16		Complete

Monthly Water System Facility (WSF) Level Monitoring Requirements

Water System Facility: **ENTRY POINT (WSFID: 00700)**

Analyte	Monitoring Requirement (Summary Type)	Operating Limit	Samples Req/Month
Chlorine Residual, Free	Entry Point Chlorine Residual Monitoring (CHLR)	Minimum: 0.2 MG/L	Daily

Start Date: 2/1/2003

Compliance History: Monitoring Period	Operating Limit Compliance Status:	Monitoring Compliance Status:
9/1/2016 - 9/30/2016		N
10/1/2016 - 10/31/2016		N
11/1/2016 - 11/30/2016		N
12/1/2016 - 12/31/2016		N
1/1/2017 - 1/31/2017		
2/1/2017 - 2/28/2017		

Other Compliance Schedules

Compliance Schedule Activity	*Due Date*	*Achieved Date*
SUBMIT CCR TO THE DEPARTMENT	6/30/2017	
SUBMIT CCR CERTIFICATION FORM	8/9/2017	
CROSS CONNECTION SURVEY REPORT	3/1/2018	

Public Notification Requirements

Violation/Situation	*Compliance Period*	*Notice Tier*	*Public Notification Required*	*Public Notification Performed*	*PN Certification Due to DPH*	*PN Certification Received*
Total Haloacetic Acids M&R Violation	4/1/16 - 6/30/16	3	9/27/2017		10/7/2017	

Water System Facility and Sampling Point Inventory

Water System Facility ID	*Water System Facility*	*Sampling Point ID*	*Sampling Point Description*	*Status*	*Total Coliform Rule*	*Lead and Copper Rule Tier*	*Asbestos*	*Stage 2 DBPR*
00600	DISTRIBUTION SYSTEM	4	DISTRIBUTION SYSTEM	A	Y			

NOTE: This information has been provided to help owners and operators of public water systems maintain compliance with drinking water quality monitoring requirements. Any inaccuracies contained herein will not relieve the owner or operator of the requirement to maintain compliance with the applicable regulations.

Schedule Generation Date: 2/20/2017

Connecticut Department of Public Health Drinking Water Section
Water Quality Monitoring and Compliance Schedule

PWS ID	PWS Name	Classification	Population	Owner Type	Primary Source
CT0727051	LEDYARD WPCA, GALES FERRY SYSTEM	C	2,369	L	SWP

Local Address (where applicable)

Service Connections	Residential	Commercial	Industrial	Combined	Agricultural
	589	51			

Towns Served: GROTON, LEDYARD

Water System Facility and Sampling Point Inventory

Water System Facility ID	Water System Facility	Sampling Point ID	Sampling Point Description	Status	Total Coliform Rule	Lead and Copper Rule Tier	Asbestos	Stage 2 DBPR
		AR34706	HENNY PENNY RT. 12	A				Y
		AR34708	HOLMBERG ORCHARD	A				Y
		DOWNSTREAM	WITHIN 5 SERVICE CON	A				
		GF002	1026 LONG COVE ROAD	A	Y			
		GF003	RT 12 NEAR INCH	A	Y			
		GF004	DUNKIN DONUTS GF	A	Y			
		GF005	MCDONALDS GF	A	Y			
		GF007	BLUFF ROAD METER	A	Y			
		GF008	GF LIBRARY	A	Y			
		GF009	FD FIRE DEPT	A	Y			
		GF010	DOW CHEMICAL	A	Y			
		GF011	CHEM BLDG RT 12	A	Y			
		GF012	JW LONG MID SCH	A	Y			
		GF013	23 CARDINAL LANE	A		1		
		GF014	GF PUMPHOUSE HYD	A			Y	
		GF015	17 INCHCLIFFE DR	A		1		
		GF016	34R TANAGER LANE	A		1		
		GF017	16 HARVARD TERR	A		1		
		GF018	10 SLEEP HOLLOW PNT	A		1		
		GF019	4 SMITH POND WAY	A		1		
		GF020	8 WOODBRIDGE CIRC	A		1		
		GF021	76 STONYBROOK RD	A		1		
		GF022	10 RIDGE ROAD	A		1		
		GF023	1085 LONG COVE RD	A		1		
		GF024	UNITED WAY BLDG	A	Y			
		GF025	12 WOODRIDGE CIRC	A		1		
		GF026	1 SLEEP HOLLOW PNT	A		1		
		GF027	1010 LONG COVE RD	A		1		
		GF028	25 INCHCLIFFE DR	A		1		
		GF029	44 INCECLIFFE RD	A		1		
		GF030	72 INCHCLIFFE DR	A		1		
		GF031	58 HURLBUTT DR	A		1		
		GF032	8 NAOMI DRIVE	A				
		GF033	4 ALJEAN HEIGHTS LA	A	Y			
		UPSTREAM	WITHIN 5 SERVICE CON	A				
00700	ENTRY POINT	3	ENTRY POINT	A				
11111	INTERCONNECTION - GROTON UTILITIES							
53565	HOLMBERG ORCHARD TANK							

NOTE: This information has been provided to help owners and operators of public water systems maintain compliance with drinking water quality monitoring requirements. Any inaccuracies contained herein will not relieve the owner or operator of the requirement to maintain compliance with the applicable regulations.

Connecticut Department of Public Health Drinking Water Section
Water Quality Monitoring and Compliance Schedule

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Service Connections	Residential	Commercial	Industrial	Combined	Agricultural
	589	51			

Towns Served: GROTON, LEDYARD

Water System Facility and Sampling Point Inventory

Water System Facility ID	Water System Facility	Sampling Point ID	Sampling Point Description	Status	Total Coliform Rule	Lead and Copper Rule Tier	Asbestos	Stage 2 DBPR
58943	HOLMBERG PUMP STATION							
58945	AVERY HILL HYDRO TANK							
607	GALES FERRY TREATMENT BUILDING							

Certified Operator Information

Water System Facility: **DISTRIBUTION SYSTEM (WSF ID: 00600)**

Facility Classification: CLASS 1 DISTRIBUTION SYSTEM

Operator Name	Operator Type	Certification(s)	Certification Expiration
STEVENS, RICHARD M.	CHIEF OPERATOR	WATER TREATMENT PLANT OPERATOR - CLASS IV	6/30/2019
		DISTRIBUTION SYSTEM OPERATOR - CLASS II	12/31/2017
HYATT, PAUL J.	ASSIGNED OPERATOR	WATER TREATMENT PLANT OPERATOR - CLASS IV	12/31/2018
		DISTRIBUTION SYSTEM OPERATOR - CLASS II	6/30/2018

Water System Facility: **GALES FERRY TREATMENT BUILDING (WSF ID: 607)**

Facility Classification: CLASS 1 TREATMENT PLANT

Operator Name	Operator Type	Certification(s)	Certification Expiration
STEVENS, RICHARD M.	CHIEF OPERATOR	WATER TREATMENT PLANT OPERATOR - CLASS IV	6/30/2019
		DISTRIBUTION SYSTEM OPERATOR - CLASS II	12/31/2017
HYATT, PAUL J.	ASSIGNED OPERATOR	WATER TREATMENT PLANT OPERATOR - CLASS IV	12/31/2018
		DISTRIBUTION SYSTEM OPERATOR - CLASS II	6/30/2018

Contact Information

Name	Organization	Job Title
Mr. John Rodolico	Town of Ledyard	Mayor

Mailing Address Line One	Mailing Address Line Two	City	State	Zip Code
741 Colonel Ledyard Highway		Ledyard	CT	06339-1511

Business Phone	Extension	Fax	Mobile Phone	Emergency Phone	Email Address
860-464-3222		860-464-8455		860-536-3181	mayor@ledyardct.org

Contact Role(s): **Administrative Contact, Legal Contact**

Please note the following:

1. The residual disinfectant concentration must be measured at the same location and time as each total coliform sample.
2. If a Collection Period is specified, all water quality samples must be collected during the specified period.
3. Depending on results, additional monitoring may be required (i.e. repeat or confirmation samples). This schedule is subject to change, and any related correspondence sent by the DWS on or after the generation date of this schedule will have precedence over what is contained in this schedule.

If you have any questions, please contact the Drinking Water Section at (860) 509-7333.

http://www.ct.gov/dph/publicdrinkingwater

End of schedule

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Connecticut Department of Public Health Drinking Water Section
Water Quality Monitoring and Compliance Schedule

PWS ID	PWS Name	Classification	Population	Owner Type	Primary Source
CT0727091	LEDYARD WPCA - LEDYARD CENTER	C	3,294	L	SWP

Local Address (where applicable)

Service Connections	Residential	Commercial	Industrial	Combined	Agricultural
	708	24			

Towns Served: LEDYARD

Monitoring Requirements

Water System Facility: **DISTRIBUTION SYSTEM (WSF ID: 00600)**

Asbestos (1094)

1 routine (RT) per nine years

Sampling Point (Sampling Point ID)	*Monitoring Period*	*Collection Period*	*Compliance Status*
Select from Inventory of Active Sampling Points	1/1/11 - 12/31/19		

Total Coliform (3100)

7 routine (RT) per month

Sampling Point (Sampling Point ID)	*Monitoring Period*	*Collection Period*	*Compliance Status*
Select from Inventory of Active Sampling Points	9/1/16 - 9/30/16		Complete
	10/1/16 - 10/31/16		Complete
	11/1/16 - 11/30/16		Complete
	12/1/16 - 12/31/16		Complete
	1/1/17 - 1/31/17		Complete
	2/1/17 - 2/28/17		
	3/1/17 - 3/31/17		
	4/1/17 - 4/30/17		
	5/1/17 - 5/31/17		
	6/1/17 - 6/30/17		
	7/1/17 - 7/31/17		
	8/1/17 - 8/31/17		

Disinfectant Byproducts - TTHM & HAA5 (DBP)

2 routine (RT) per quarter

Sampling Point (Sampling Point ID)	*Monitoring Period*	*Collection Period*	*Compliance Status*
VILLAGE MARKET (LC001)	7/1/16 - 9/30/16	7/1-7/31	Complete
	10/1/16 - 12/31/16	10/1-10/31	Complete
	1/1/17 - 3/31/17	1/1-1/31	
	4/1/17 - 6/30/17	4/1-4/30	
	7/1/17 - 9/30/17	7/1-7/31	
13 VILLAGE DRIVE (LC117)	7/1/16 - 9/30/16	7/1-7/31	Complete
	10/1/16 - 12/31/16	10/1-10/31	Complete
	1/1/17 - 3/31/17	1/1-1/31	
	4/1/17 - 6/30/17	4/1-4/30	
	7/1/17 - 9/30/17	7/1-7/31	

Lead And Copper (PBCU)

20 routine (RT) per three years

Sampling Point (Sampling Point ID)	*Monitoring Period*	*Collection Period*	*Compliance Status*
Select from Inventory of Active Sampling Points	1/1/15 - 12/31/17	6/1-9/30	
	1/1/18 - 12/31/20	6/1-9/30	

Physical Parameters (PPS)

7 routine (RT) per month

Sampling Point (Sampling Point ID)	*Monitoring Period*	*Collection Period*	*Compliance Status*
Select from Inventory of Active Sampling Points	1/1/17 - 1/31/17		Complete
	2/1/17 - 2/28/17		
	3/1/17 - 3/31/17		
	4/1/17 - 4/30/17		
	5/1/17 - 5/31/17		

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Service Connections	Residential	Commercial	Industrial	Combined	Agricultural
	708	24			

Towns Served: LEDYARD

Monitoring Requirements

Water System Facility: **DISTRIBUTION SYSTEM (WSF ID: 00600)**

Physical Parameters (PPS) — **7 routine (RT) per month**

Sampling Point (Sampling Point ID)	*Monitoring Period*	*Collection Period*	*Compliance Status*
	6/1/17 - 6/30/17		
	7/1/17 - 7/31/17		
	8/1/17 - 8/31/17		

Physical Parameters (PPX) — **7 routine (RT) per month**

Sampling Point (Sampling Point ID)	*Monitoring Period*	*Collection Period*	*Compliance Status*
Select from Inventory of Active Sampling Points	9/1/16 - 9/30/16		Complete
	10/1/16 - 10/31/16		Complete
	11/1/16 - 11/30/16		Complete
	12/1/16 - 12/31/16		Complete

Other Compliance Schedules

Compliance Schedule Activity	*Due Date*	*Achieved Date*
CROSS CONNECTION SURVEY REPORT	3/1/2017	
SUBMIT CCR TO THE DEPARTMENT	6/30/2017	
SUBMIT CCR CERTIFICATION FORM	8/9/2017	

Water System Facility and Sampling Point Inventory

Water System Facility ID	*Water System Facility*	*Sampling Point ID*	*Sampling Point Description*	*Status*	*Total Coliform Rule*	*Lead and Copper Rule Tier*	*Asbestos*	*Stage 2 DBPR*
00600	DISTRIBUTION SYSTEM	4	DISTRIBUTION SYSTEM	A				
		DOWNSTREAM	WITHIN 5 SERVICE CON	A				
		LC001	VILLAGE MARKET	A	Y			Y
		LC002	AJS RESTAURANT	A	Y			
		LC003	GALLUP HILL SCHOOL	A	Y			
		LC004	PUMPKIN HILL MARKET	A	Y		Y	
		LC005	130 GALLUP HILL RD	A	Y			
		LC006	LAKESIDE CONDOS	A	Y			
		LC007	82 TOWN FARM ROAD	I	Y			
		LC008	HOLDRIDGE NURSERY	A	Y			
		LC009	LEDYARD TOWN HALL	A	Y			
		LC010	LEDYARD HIGH SCHOOL	A	Y			
		LC011	LEDYARD CENTRAL SCHO	A	Y			
		LC012	5 SABLE DRIVE	A	Y			
		LC013	BILL LIBRARY	A	Y			
		LC100	8 POWDER HORN DRIVE	A	Y	3		
		LC101	1 ROBIN LANE	A	Y	3		
		LC102	14 ROBIN LANE	A	Y	3		
		LC103	1 SACHEM LANE	A		3		
		LC104	1 WHITEWOOD LANE	A	Y	3		

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	708	24			

Towns Served: LEDYARD

Water System Facility and Sampling Point Inventory

Water System Facility ID	*Water System Facility*	*Sampling Point ID*	*Sampling Point Description*	*Status*	*Total Coliform Rule*	*Lead and Copper Rule Tier*	*Asbestos*	*Stage 2 DBPR*
		LC105	12 WHITEWOOD LANE	A	Y	3		
		LC106	4 ASPEN LANE	A	Y	3		
		LC107	3 CHESTNUT LANE	A	Y	3		
		LC108	5 CARRIAGE TRAIL	A	Y	3		
		LC109	11 CARRIAGE TRAIL	A	Y	3		
		LC110	13 CARTRIDGE TERRACE	A	Y	3		
		LC111	21 CARTRIDGE TERRACE	A	Y	3		
		LC112	2 FIFERS LANE	A	Y	3		
		LC113	3 MODEL PARK ROAD	A	Y	3		
		LC114	11 HICKORY DRIVE	A	Y	3		
		LC115	19 HICKORY DIRVE	A	Y	3		
		LC116	25 HICKORY DRIVE	A	Y	3		
		LC117	11 VILLAGE DRIVE	A	Y	3		Y
		LC118	20 VILLAGE DRIVE	A	Y	3		
		LC119	5 COUNTRY CLUB	A	Y	3		
		LC120	18 COUNTRY CLUB	A	Y	3		
		LC121	34 COUNTRY CLUB	A	Y	3		
		LC122	11 BLACKSMITH DRIVE	A	Y	3		
		LC123	14 BLACKSMITH DRIVE	A	Y	3		
		LC124	22 BLACKSMITH DRIVE	A	Y	3		
		LC125	32 BLACKSMITH DRIVE	A	Y	3		
		LC126	46 BLACKSMITH DRIVE	A	Y	3		
		LC127	6 BLACKWATCH LANE	A	Y	3		
		LC128	12 BLACKWATCH LANE	A	Y	3		
		LC129	10 OLD FORT LANE	A	Y	3		
		LC130	3 PENNYWISE LANE	A	Y	3		
		LC131	9 PENNYWISE LANE	A	Y	3		
		LC132	13 PENNYWISE LANE	A	Y	3		
		LC133	1 MUSTER LANE	A	Y	3		
		LC134	12 MUSTER LANE	A	Y	3		
		LC135	1 THOMPSON STREET	A	Y	3		
		LC136	7 THOMPSON STREET	A	Y	3		
		LC137	5 TOWN FARM ROAD	A	Y	3		
		LC138	15 TOWN FARM ROAD	A	Y	3		
		LC139	23 TOWN FARM ROAD	A	Y	3		
		LC140	105 GALLUP HILL ROAD	A	Y	3		
		LC141	139 GALLUP HILL ROAD	A	Y	3		
		LC142	149 GALLUP HILL ROAD	A	Y	3		
		LC143	163 GALLUP HILL ROAD	A	Y	3		

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		LC144	8 HIGHLAND DRIVE	A	Y	3		
		LC145	16 HIGHLAND DRIVE	A	Y	3		
		LC146	25 HIGHLAND DRIVE	A	Y	3		
		LC147	42 HIGHLAND DRIVE	A	Y	3		
		LC148	53 HIGHLAND DRIVE	A	Y	3		
		LC149	58 HIGHLAND DRIVE	A	Y	3		
		LC150	11 MEETINGHOUSE	A	Y	3		
		LC151	27 MEETINGHOUSE	A	Y	3		
		LC152	53 MEETINGHOUSE	A	Y	3		
		LC153	57 MEETINGHOUSE	A	Y	3		
		LC154	69 MEETINGHOUSE	A	Y	3		
		LC155	82 MEETINGHOUSE	A	Y	3		
		LC156	101 MEETINGHOUSE	A	Y	3		
		LC157	122 MEETINGHOUSE	A	Y	3		
		LC158	139 MEETINGHOUSE	A	Y	3		
		LC159	140 MEETINGHOUSE	A	Y	3		
		UPSTREAM	WITHIN 5 SERVICE CON	A				
56934	ATMOSPHERIC TANK							
56937	INTERCONNECTION-GROTON UTILITIES							

Certified Operator Information

Water System Facility: **DISTRIBUTION SYSTEM (WSF ID: 00600)**

Facility Classification: CLASS 1 DISTRIBUTION SYSTEM

Operator Name	Operator Type	Certification(s)	Certification Expiration
STEVENS, RICHARD M.	CHIEF OPERATOR	WATER TREATMENT PLANT OPERATOR - CLASS IV	6/30/2019
		DISTRIBUTION SYSTEM OPERATOR - CLASS II	12/31/2017
HYATT, PAUL J.	ASSIGNED OPERATOR	WATER TREATMENT PLANT OPERATOR - CLASS IV	12/31/2018
		DISTRIBUTION SYSTEM OPERATOR - CLASS II	6/30/2018

Contact Information

Name	Organization	Job Title
Mr. John Rodolico	Town of Ledyard	Mayor

Mailing Address Line One	Mailing Address Line Two	City	State	Zip Code
741 Colonel Ledyard Highway		Ledyard	CT	06339-1511

Business Phone	Extension	Fax	Mobile Phone	Emergency Phone	Email Address
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Schedule Generation Date: 2/20/2017

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Weekly Bacteria and Physicals sample sites for the Ledyard Systems

Ledyard Center CTCT0727091

7 sites monthly

	LC001	Village Market
	LC003	Gallup Hill School
	LC004	Pumpkin Hill Market
	LC005	Little Learners, 130 Gallup Hill Rd
	LC006	Lakeside Condos
	LC009	Ledyard Town Hall
	LC013	Bill Library

Gales Ferry CT0727051

5 sites monthly

	GF008	Gales Ferry Library
	GF009	Gales Ferry Fire Dept.
	GF024	United Way
	AR34708	Holmberg Orchards
*	GF032	8 Naomi Drive
*	GF033	4 Aljen Heights

* These two sites alternate monthly