



EEMA O&M Services Group
PO Box 232
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Tel: (215) 368-3375; Fax: (215) 368-6739

May 10, 2018

Tobyhanna Township Board of Supervisors c/o

Mike Schober
Regional Client Services Manager
T&M Associates
1853 William Penn Way, Suite 500
Lancaster, PA 17601

Re: Proposal for Operation and Maintenance of a Wastewater Pumping Station
within Tobyhanna Township Sewer District No. 1

Dear Board of Supervisors and Mr. Schober:

EEMA O&M Services Group, Inc. is pleased to present for your consideration the attached Proposal Form for the Operations and Maintenance of a Wastewater Pumping Station within Tobyhanna Township Sewer District No. 1 in response to your Request for Proposal (RFP). As stated in the RFP, our proposal consists of the enclosed Bid Form.

We are well experienced in the operation and maintenance of wastewater pump stations. We provide O&M services for the nearby Pocono Township as well as Greenfields and Stillwater Lake. Our work for Pocono Township is ideally comparable to the requirements for your pump station. We have visited the pump station and are familiar with its setting and O&M requirements. At your request, we are prepared to submit to you our Certificate of Insurance as well as our Licensed Operator credentials.

We look forward to talking with you about our Proposal and we are prepared to address your comments and questions. Please feel free to contact me at the office (215-368-3375) or on my cell phone (215-385-1876).

Very truly yours,

A handwritten signature in black ink, appearing to read "Peter J. Lau", is written over a faint, larger version of the same signature.

Peter J. Lau
President

Bid Form:

Vendor will, during the term of this Agreement, furnish qualified personnel at the following rates to perform required services:

Monthly Rate:

For Routine operations of the Facility as described in the Specific Scope (Items No. 1 through 9, inclusive) a fee of \$ 870 per month _____.

For additional services related to the Facility as described within this Agreement, labor rates will apply as listed below.

Labor Rates:

Labor will be provided for items listed outside the Specific Scope and Additional Services at the following hourly rates:

Mechanic Foreman:	\$ <u>75</u> /hour
Electrician:	\$ <u>65</u> /hour
Mechanic:	\$ <u>65</u> /hour
Operator	\$ <u>65</u> /hour
Extra Visit if requested	\$ <u>75</u> /flat for routine check

**DUE MAY 10, 2018
2:00 PM EST**

Your Proposal should be emailed to Mike Schober at T&M Associates at mschober@tandmassociates.com

All questions should be emailed to Mike Schober at the same email address.