TOWN OF ARKWRIGHT

9543 Center Road
Fredonia, NY 14063

REQUEST FOR PROPOSAL (RFP) TOWN HALL SEPTIC SYSTEM

1. INVITATION TO BID

The Town of Arkwright invites qualified parties to submit proposals for the **removal of old and installation and connection of a new Eljan type septic system per Labella stamped drawing C202, dated September 24, 2026.**

RFP Release Date: November 2, 2026

Proposal Submission Deadline: November 16, 2026, 2PM

Submission Location: Arkwright Town Clerk, 9543 Center Road, Fredonia NY 14063

2. SCOPE OF WORK & DESIGN REQUIREMENTS

The selected bidder will be responsible for the full lifecycle of the project, including:

Removal of Old System. Note: the Town will arrange final pumping of the current 1000 gallon tank prior to the project commencing.

Installation of New System. Note: the Town will provide the required aggregate materials: C33 sand, washed pea stone and top soil fill. The remainder of materials, as specified on C202 are the responsibility of the contractor.

Support of Final Inspection and Commissioning. Support the final County inspection, as required, to the point of commissioning.

3. QUESTIONS

Technical or commercial questions should be submitted to Brian McAvoy, Town Supervisor. Cell 716-785-4975 or email mcavoy_brian@yahoo.com. If a technical question is deemed to have put all potential bidders at a disadvantage, the Town will repost the bid and extend the timeline as required.

4. PROPOSAL SUBMISSION REQUIREMENTS

To be considered, bidders must submit a sealed proposal to the attention of the Town of Arkwright Town Clerk on or before the opening date and time specified in section one. The sealed envelope should be marked **Town Hall Septic Bid** to ensure it is properly included in the bid opening process. The submission should include:

1. **Cost Quotation:** A comprehensive, all-inclusive **Firm Price Proposal** for the entire project, including materials specified as contractor supplied.
2. **Timeline:** An estimated schedule from the date of contract award to final delivery and installation.
3. **Non-Collusion Certification:** Pursuant to New York General Municipal Law § 103-d, all proposals must include a signed Non-Collusive Bidding Certification. A bank template is provided as part of the invitation to bid.
4. **Insurance:** The successful bidder must provide proof of General Liability Insurance and Workers' Compensation Insurance prior to contract execution. The limits of liability

insurance should be $1,000,000 (one million) single occurrence and $2,000,000 (two million) aggregate with the Town of Arkwright listed as additionally insured. In this specific instance, the Town will allow a CE200 Attestation regarding workman's comp and disability not being required for a sole proprietor performing this particular installation on Town premises.

4. EVALUATION CRITERIA

1. The successful bidder must be on the Chautauqua County list of approved OWTS Pumpers and Contractors as well as be a certified Eljan installer.
2. The Town of Arkwright reserves the right to consider the lowest responsible bidder not only based on cost but also on the ability to meet the building time line, with substantial completion expected in late December.

The Town Board explicitly reserves the right to reject any and all bids.

5. PUBLIC RECORD:

All bid submissions will become a matter of Public Record and, as such, could be subject to a Freedom of Information (FOIL) records request. The successful bidder's proposal will be discussed in open meeting and will be posted on the Town's website.

Brian L McAvoy

_____

Brian McAvoy
Town of Arkwright Supervisor 716 785-4975

NON-COLLUSIVE BIDDING CERTIFICATION

PURSUANT TO NEW YORK STATE GENERAL MUNICIPAL LAW § 103-D AND STATE FINANCE LAW § 139-D

CUSTOMER INFORMATION:

Political Subdivision / Municipality: Town of Arkwright
Department / Office: Office of the Town Supervisor
Authorized Customer Representative: Brian McAvoy, Town Supervisor
Address: 9543 Center Road, Fredonia, New York 14063
Phone: (716) 679-4445 Cell (716) 785-4975

By submission of this bid or proposal, the bidder and each person signing on behalf of the bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of their knowledge and belief:

- **(1)** The prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor;
- **(2)** Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and
- **(3)** No attempt has been made or will be made by the bidder to induce any other person, partnership, or corporation to submit or not to submit a bid for the purpose of restricting competition.

A bid shall not be considered for award nor shall any award be made where paragraphs (1), (2), and (3) above have not been complied with; provided however, that if in any case the bidder cannot make the foregoing certification, the bidder shall so state and shall furnish with the bid a signed statement which sets forth in detail the reasons therefor.

BIDDER SIGNATURE BLOCK & IDENTIFICATION

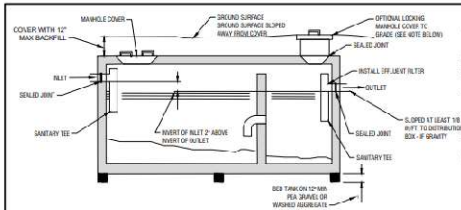
Bidder / Contractor Name: _____

Authorized Representative Name: _____

Title of Authorized Representative: _____

Signature: _____

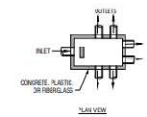
Date: _____



1 / D00 TYPICAL DUAL COMPARTMENT SEPTIC TANK
SCALE: NTS

DUAL COMPARTMENT TANK NOTES

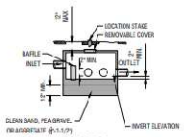
1. CONNECTIONS TO COMPARTMENTS SHALL BE LOCATED AT A DISTANCE BELOW THE LIQUID LEVEL EQUAL TO 1/3 THE DISTANCE (D) BETWEEN THE INVERT OF THE OUTLET AND THE BOTTOM OF THE TANK.
2. AT LEAST ONE ACCESS MANHOLE SHALL BE PROVIDED INTO EACH COMPARTMENT.
3. DUAL COMPARTMENTS ARE RECOMMENDED FOR ALL TANKS AND SHALL BE REQUIRED ON ALL TANKS WITH INTERIOR LENGTH OF TEN (10) FEET OR MORE.
4. THE VOLUME AND SURFACE AREA FOR MEETING THE REQUIREMENTS OF TABLE 3 SHALL BE BASED UPON THE TOTAL VOLUME AND SURFACE AREA OF ALL TANKS AND CHAMBERS.
5. TANKS IN SERIES SHOULD BE CONNECTED BY A SINGLE PIPE WITH A MINIMUM DIAMETER OF FOUR (4) INCHES.
6. A DUAL COMPARTMENT SEPTIC TANK OR TWO (2) TANKS IN SERIES ARE REQUIRED FOR MOUNDS AND SAND FILTERS AND RECOMMENDED FOR ALL SYSTEM TYPES.
7. IF EFFLUENT FILTER IS USED ON THE OUTLET THEN LOCKING MANHOLE COVER TO GRADE IS RECOMMENDED FOR MAINTENANCE PURPOSES.



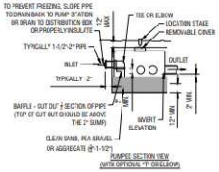
SLAB VIEW

NOTES:

1. PIPE JOINTS TO BE SEALED WITH ASPHALTIC MATERIAL OR EQUIVALENT.
2. INVERT ELEVATIONS OF ALL OUTLET PIPES MUST BE EQUAL. USE OF LOW EQUALIZATION DEVICES IS RECOMMENDED.
3. THE PIPE FROM THE SEPTIC TANK TO THE DISTRIBUTION BOX MUST BE SLOPED AT LEAST ¼" PER FOOT (2%).
4. THE SLOPE OF OUTLET PIPES (HEADER PIPES) BETWEEN THE DISTRIBUTION BOX AND DISTRIBUTION LATERALS SHOULD BE AT LEAST 1/32" PER FOOT.
5. BAFFLE DESIGNED FOR SUBMERGED AUTOMATIC DOSING OR WHEN IT WILL SLOPE EXCEED 2" PER FOOT.
6. BAFFLE CAN BE BUILT IN OR A PIPE ELBOW OR TEE (T).
7. TWO STAGE TANKS ARE INSTALLED IN CONFORMANCE WITH MANUFACTURER'S INSTRUCTIONS.



SECTION VIEW



PURPOSE SECTION VIEW (WITH OPTIONAL "T" DISCLOSURE)

NOTE:

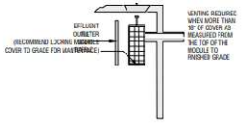
BAFFLE MAY BE REPLACED BY A PVC TEE ("T") OR ELBOW

3 / D00 DISTRIBUTION BOX
SCALE: NTS

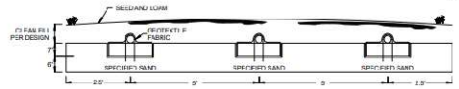
ASTM C33 Sand Specification

Sieve Size	Sieve Square Opening Size	Specification Percent Passing (Wet Sieve)
0.375"	9.5 mm	100.0 - 130.0
#4	4.75 mm	95.0 - 100.0
#8	2.36 mm	80.0 - 100.0
#16	1.18 mm	50.0 - 85.0
#30	600 µm	25.0 - 60.0
#50	300 µm	5.0 - 30.0
#100	150 µm	< 10.0
#200	75 µm	< 5.0

2 / D00 ASTM C33 SAND SPECIFICATION
SCALE: NTS



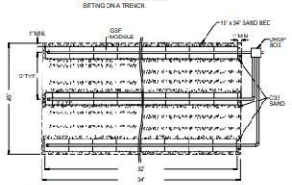
1 / D00 EFFLUENT FILTERS & SEPTIC TANK OUTLET
SCALE: NTS



4 / D00 ELJEN SYSTEM CROSS SECTION
SCALE: NTS

ELJEN NOTES:

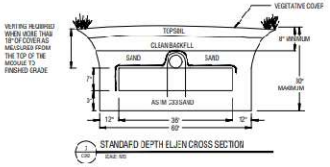
1. THIS SYSTEM COMPLIES WITH AND MUST BE INSTALLED IN ACCORDANCE WITH THE MOST CURRENT ELJEN NEW YORK DESIGN AND INSTALLATION MANUAL.
2. THIS SYSTEM IS NOT DESIGNED FOR USE WITH A GARBAGE DISPOSAL.
3. THIS SYSTEM IS NOT DESIGNED FOR BACKWASH FROM A WATER SOFTENER.
4. SCARIFY ANY SMEARED SUBSOIL PRIOR TO FILL PLACEMENT.
5. ASTM C33 SPECIFIED SAND WITH LESS THAN 5% PASSING A #100 SIEVE AND LESS THAN 2% PASSING A #200 SIEVE SHALL BE PLACED AROUND AND UNDER THE GSF MODULES, WITH 6 INCHES MINIMUM UNDERNEATH AND 6 INCHES MINIMUM SURROUNDING THE GSF MODULES IN TRENCH CONFIGURATIONS. IN BED SYSTEMS, USE 6 INCHES MINIMUM UNDERNEATH THE MODULES WITH 12 INCHES MINIMUM BETWEEN MODULE ROWS AND 12 INCHES MINIMUM AROUND PERIMETER OF THE MODULES.
6. ELJEN PROVIDED GEOTEXTILE COVER FABRIC SHALL PROVIDE PROPER TENSION AND ORIENTATION OF THE FABRIC AROUND THE SIDES OF THE PERFORATED PIPE ON TOP OF THE GSF MODULES. FABRIC SHOULD BE NEITHER TOO LOOSE, NOR TOO TIGHT. THE CORRECT TENSION OF THE COVER FABRICS SET BY:
   6.1. SPREADING THE COVER FABRIC OVER THE TOP OF THE MIDDLE MODDOWN BOTH SIDES OF THE MIDDLE WITH THE COVER FABRIC TESTED OVER THE TOP OF THE PERFORATED DISTRIBUTION PIPE.
   6.2. PLACE SHOVEL FULLS OF SPECIFIED SAND DIRECTLY OVER THE PIPE AREA ALLOWING THE COVER FABRIC TO FORM A MODEST VERTICAL ORIENTATION ALONG THE SIDES OF THE PIPE. REPEAT THIS STEP MOVING DOWN THE PIPE.
7. BACKFILL MATERIAL SHALL BE CLEAN WITH NO ROOTS OR STONES LARGER THAN 2 INCHES IN ANY DIMENSION TO A MINIMUM DEPTH OF 6 INCHES OVER THE GSF MODULES AND FINAL COVER FOR VEGETATION OF 2 INCHES TO 3 INCHES OF CLEAN LOAM.
8. ELJEN SYSTEM MUST BE INSTALLED BY A CERTIFIED ELJEN INSTALLER.



NOTES:

1. BOTTOM OF ALL TRENCHES SHALL BE AT THE SAME ORIGINAL ELEVATION.
2. TRENCH BOTTOM SHALL BE LEVEL. TRENCHES SHALL BE PARALLEL TO GROUND CONTOURS.
3. HEAVY EQUIPMENT SHALL BE KEPT OUT OF THE ABSORPTION AREA.
4. TRENCHES SHALL BE NOT LESS THAN 18 INCHES NOR MORE THAN 36 INCHES IN WIDTH.

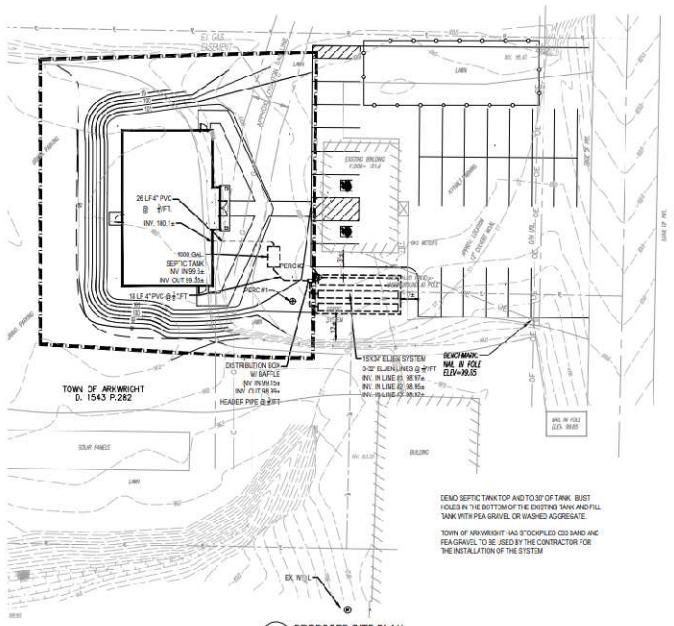
6 / D00 ELJEN GSF TRENCH PLAN VIEW
SCALE: NTS



VENTING REQUIRED WHEN MORE THAN 18" OF COVER AS MEASURED FROM THE TOP OF THE MODULE TO FINISHED GRADE

1 / D00 STANDARD DEPTH ELJEN CROSS SECTION
SCALE: NTS

NOTE:
THIS DETAIL IS FOR A TYPICAL ELJEN TRENCH.
ON INSTALLS, ELJENS ARE BEING INSTALLED ON A 10' X 34' SAND BED.



DEMO SEPTIC TANK TOP AND TO 30" OF TANK. BUST HOLES IN THE BOTTOM OF THE EXISTING TANK AND FILL TANK WITH PEA GRAVEL OR WASHED AGGREGATE.

TOWN OF ARKWRIGHT HAS 3" OCKFILED C33 SAND AND PEA GRAVEL TO BE USED BY THE CONTRACTOR FOR THE INSTALLATION OF THE SYSTEM

1 / D00 PROPOSED SITE PLAN
SCALE: 1" = 20'

MINIMUM SEPARATION DISTANCES FROM WASTEWATER SYSTEM COMPONENTS (FROM NYSDOH 75A MANUAL)

SYSTEM COMPONENTS	WELL OR SUCTION LINE (C)(G)	STREAM, LAKE, WETLAND OR WATERCOURSE (B)	DWELLING	P/L
HOUSE SEWER (WATERTIGHT JOINTS	25' IF C.I. SEWER, 50' OTHERWISE	25'	3	10'
SEPTIC TANK OR WATERTIGHT ETU	50'	50'	10'	10'
EFFLUENT LINE TO DISTRIBUTION BOX	50'	50'	10'	10'
DISTRIBUTION BOX	100'	100'	20'	10'
ABSORPTION FIELD (D)(D)	100'(A)	100'	20'	10'
SEEPAGE PIT (D)	100'(A)	100'	20'	10'
Raised or mound system (D)(D)	100'(A)	100'	20'	10'
INTERMITTENT SAND FILTER(D)	100'(A)(F)	100'(F)	20'	10'
NON-WASTEWATER SYSTEMS WITH OFFSITE RESIDUAL DISPOSAL	50'	50'	20'	10'
NON WASTEWATER SYSTEMS WITH ONSITE DISCHARGE	100'	50'	20'	10'

NOTES:

A WHEN WASTEWATER SYSTEM ARE LOCATED UPGRADE AND IN THE DIRECT PATH OF SURFACE WATER DRAINAGE TO A WELL, THE CLOSEST PART OF THE ABSORPTION SYSTEM SHALL BE AT LEAST 100 FEET AWAY FROM THE WELL.

B MEAN HIGH WATER MARK

C FOR ALL SYSTEMS INVOLVING THE PLACEMENT OF FILL MATERIAL, SEPARATION DISTANCE ARE MEASURED FROM THE "TOE OF THE SLOPE OF THE FILL

D SEPARATION DISTANCES SHALL ALSO BE MEASURED FROM THE EDGE OF THE DESIGNATED ADDITIONAL UNUSABLE AREAS DESCRIBED IN SECTION 75-A.4 (a)(3)

E THE CLOSEST PART OF THE WASTEWATER TREATMENT SYSTEM SHALL BE LOCATED AT LEAST 10 FEET AWAY FROM ANY SERVICE LINE (e.g. PUBLIC WATER SUPPLY SERVICE, PUBLIC WATER SERVICE UNDER RESIDENTIAL WELL WATER SERVICE LINE).

F WHEN SAND FILTERS ARE DESIGNED TO BE WATERTIGHT AND COLLECT ALL EFFLUENT, THE SEPERATION DISTANCE CAN BE REDUCED TO 10 FEET.

G THE LISTED WATER WELL SEPERATION DISTANCES FROM CONTAINMENT SOURCES SHALL BE INCREASED BY 50% WHERE OR EQUIPER INTERMEDIATE THE WATER WELL LESS THAN 50 FEET BELOW GRADE. IF A 50% INCREASE CANNOT BE ACHIEVED, THEN "THE GREATEST POSSIBLE INCREASE IN SEPERATION DISTANCE SHALL BE PROVIDED WITH SUCH ADDITIONAL MEASURES AS NEEDED TO PREVENT CONTAMINANTS.

TYPE OF PROJECT: NEW CONSTRUCTION	
TYPE OF SYSTEM (E) OR (R):	
MUNICIPALITY: TOWN OF ARKWRIGHT	
COUNTY: CHAUTAUQUA COUNTY	
SITE ADDRESS: 9543 CENTER ROAD, FREDONIA NY 14063	
SPECIAL NOTES: SYSTEM DESIGN IS BASED UPON PREVIOUS DESIGN STANDARDS FOR APPROXIMATELY 100% ADDITIONAL TRANSIENT WASTEWATER FLOW.	
PROPERTY OWNER: TOWN OF ARKWRIGHT	
OWNER'S ADDRESS: 9543 CENTER ROAD, FREDONIA NY 14063	
OWNER'S PHONE NUMBER: (716) 679-4445	
OWNER'S EMAIL: SKOVOY_RYAN@YAHOO.COM	
WATER SOURCE: WELL LOCATED BEHIND HIGHWAY GARAGE + 1200' FROM PROP. SYSTEM	
BASED FOR BEDDED 1,000 GAL TANK: MAXIMUM OF 24 PEOPLE x 3 GPD/PERSON = 960 GPD THIS IS FOR A TOWN MEETING, THEY CAN USE MORE BE LESS	
ALL STORMWATER WATER FROM YARD WILL NOT BE DIRECTED TO THE SYSTEM. ROOF DRAINAGE, BACKWASH/POOL WATER DISINFECTING UNITS, SUMP PUMPS AND FOUNDATION DRAINS SHALL NOT BE CONNECTED TO THIS SYSTEM.	
PERC'S &TEN TEST DATA	
DATE:	TESTS CONDUCTED BY:
WEATHER CONDITIONS:	

TEST HOLE NO	ESTIMATED DEPTH (INCHES)	SOIL PROFILE DESCRIPTION AND DIFFERENTIATION (WITH UP TO 3 MATERIALS)	LOT NO.
1	59"	0" - 4" TOPSOIL 4" - 59" - BROWN SAND 59"+ - WATER TABLE / BEDROCK CLAY SOILS	
2	72"	SANDY LOAM PERCOLATES SLIT 1 PACE	

SEPTIC TANK:
REQUIRED SIZE PER DEC STANDARDS: TABLE 2-2 WHERE 3,000 GPD DESIGN FLOW RATE = 1,750

PROPOSED SIZE:
FOR THIS SITE, USE A - 1000 GAL DUAL COMPARTMENT
SEPTIC TANK WITH APPROPRIATELY SIZED EFFLUENT FILTER

ELJEN SIZE SIZING: PER ELJEN SYSTEM DESIGN MANUAL
PER TABLES, FOR A PERCOLATION RATE OF 12 MPI, APPLICATION RATE FOR A BED IS 0.60 GPD/SF
1200 GPD GPD, SF OF BED REQUIRED IS 2333 SF
BED PROPOSED IS 15' (34' = 510 SF
THE BED HAS BEEN OVERSIZED AND INCLUDES THE AREA THAT WOULD NORMALLY BE SET ASIDE FOR THIS 50% FUTURE EXPANSION AREA
PER TABLE 4, THE NUMBER OF ELJEN MODULES REQUIRED = 12
NUMBER OF ELJEN MODULES PROPOSED = 24 (SE PER POWAY PER MODULE X 3)

LaBella
Powered by partnership.
500 East Sixth Street
Jamestown, NY 14701
716-483-3153
labellapc.com

CERTIFICATE OF AUTHORIZATION NUMBER:
PROFESSIONAL ENGINEERING: 002127
LAND SURVEYING: 022127
GEOLOGICAL: 002169

It is a violation of New York Education Law Art. 145 Sec 7209 & Ar. 147 Sec. 7307, to any person, unless acting under the direction of a licensed architect, professional engineer, or land surveyor, to alter an item in any way. If an item bearing the seal of an architect, engineer or land surveyor is altered, the altering architect, engineer, or land surveyor shall affix to the item their seal and notation "altered by" followed by their signature and date of such alteration, and a specific description of the alteration.

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TOWN OF ARKWRIGHT
9543 CENTER ROAD
FREDONIA NY 14063

ARKWRIGHT TOWN HALL
9543 CENTER ROAD
CHAUTAUQUA COUNTY HEALTH DEPARTMENT
ENVIRONMENTAL HEALTH DIVISION
DATE: 10/31/2025
These plans for New CHTO 6043 Center Rd.
SBL 132.00-2-40 (1) Arkwright
are hereby approved pursuant to TITLE
and subject to the provisions of the approval letter issued this day.
By:
Ronald I. Wasilko , P.E.

NO.	DATE:	DESCRIPTION:
Revisions		

PROJECT NUMBER: 2251127
DRAWN BY:
REVIEWED BY:
ISSUED FOR: FINAL DESIGN
DATE: 09/24/2026
DRAWING NAME:

PROPOSED SEPTIC PLAN

DRAWING NUMBER:

C202

CHAUTAUQUA COUNTY HEALTH DEPARTMENT
Prevent. Promote. Protect.

PAUL M. WENDEL, JR.
County Executive
MICHAEL W. FAULK, M.D.
Chief Medical Officer
LACEY R. WILSON, MPH, RDN
Public Health Director

Environmental Health Division

APPROVAL OF PLANS
FOR AN ONSITE WASTEWATER TREATMENT SYSTEM

This approval is issued under the provision of Part 75-A of the New York State Sanitary Code and Article IV (Private Sewage) of the Chautauqua County Sanitary Code:

Applicant: Town of Arkwright
Location of Works: Town of Arkwright
County: Chautauqua
Specific Area Served: 132.00-2-40, 9543 Center Road, Fredonia NY 14063
Type of Project: New Onsite Wastewater Treatment System
Type of Ownership: Government
Total Cost: $20,000
Design Flow: 100gpd
Drainage Basin: Walnut Creek

Project information:

This project details the design of an Onsite Wastewater Treatment System (OWTS) for a new town hall. The system features a 1,000-gallon dual-compartment septic tank equipped with a Zabel effluent filter. Effluent flows by gravity to a distribution box with speed levelers, which routes flow to 24 Eljen Modules arranged in three rows of eight within a 15ft (wide) by 34ft (long) Eljen absorption bed.

By initiating improvement of the approved system, the applicant accepts and agrees to abide by and conform to the following:

a. THAT the proposed works be constructed in complete conformity with the plans and specifications approved this day or approved amendments thereto.
b. THAT the proposed works not be placed into operation until such time as a Completed Works Approval is issued.

Date: October 15, 2026

Ronald J. Wasik Jr., P.E.
Assistant Public Health Engineer
Chautauqua County Health Department
Environmental Health Division