

# Request for Proposals



Project Name: **Municipal Well Abandonment and Seal**

Issue Date: June 25, 2026

Bid Due Date: July 15, 2026 10:00am EST

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## PROJECT OVERVIEW

The City of Buchanan is soliciting proposals for the complete capping, abandonment, and site restoration of an abandoned type 1 public water supply well. The contractor must follow all state and local environmental regulations and ensure that the water system's integrity is maintained throughout the process. Please see Attachment A for the well record.

## SERVICE SPECIFICATIONS

- Permanently plug and seal each well to prevent contamination.
- Remove pump equipment, and associated infrastructure.
- Perform any required soil testing, documentation, and compliance reporting.
- All work will be done to EGLE standards.
- The consultant will determine which material the well must be plugged with. Referring to the well record, Attachment A, the well is 42 feet deep and rises up to grade: this entire length must be filled with either neat cement or bentonite chips.
- The consultant or contractor will fill out a well abandonment record and send EGLE a copy. An example is included in Attachment B.

## BIDDER REQUIREMENTS

- Must be by a Michigan Registered Well Drilling contractor pursuant to Michigan Administrative Code R 325.1662 Rule 162 (1).

## INSTRUCTIONS TO BIDDERS

Responders provide:

- Provide detailed pricing for each service.
- Include references for previous similar projects, if available.
- Specify the method of payment and any other terms and conditions related to the bid.
- The bid must be returned by **July 15, 2026 10:00AM EST**, in a sealed envelope marked **ATTN: Well Abandonment**. The City cannot accept bids received after this time.

## STANDARD TERMS AND CONDITIONS

The following standard clauses shall apply to all Requests for Proposals (RFPs) issued by the City of Buchanan, State of Michigan. Submission of a proposal constitutes acknowledgment and acceptance of these terms.

### **Right to Reject or Accept Proposals**

The City reserves the right to accept or reject any or all proposals, to waive any informalities or irregularities in the proposals received, and to award the contract in whole or in part to the proposer deemed to be in the best interest of the City.

### **No Obligation to Award**

Issuance of this RFP does not obligate the City to award a contract, and the City shall not be liable for any costs incurred by proposers in the preparation, submission, or presentation of proposals or in anticipation of award.

### **Proposal Costs**

All costs associated with the preparation, submission, and presentation of a proposal shall be borne solely by the proposer. The City shall not be responsible for any costs or expenses related to this process.

### **Right to Negotiate**

The City reserves the right to negotiate with one or more proposers deemed most responsive and qualified, to request additional information or clarification, and to conduct interviews or presentations as necessary.

### **Proposal Validity**

All proposals shall remain valid and binding for a period of not less than ninety (90) days following the proposal due date unless otherwise specified in the RFP.

### **Addenda and Modifications**

Any interpretation, correction, or change to this RFP will be made by written addendum issued by the City. Only those communications identified by formal written addendum shall be binding.

### **Disclosure and Public Record**

Proposals submitted in response to this RFP become public records subject to disclosure under the Michigan Freedom of Information Act (FOIA), MCL 15.231 et seq., following award or rejection of all proposals.

### **Award and Contract Execution**

The successful proposer shall be required to enter into a written agreement with the City in a

form acceptable to the City Attorney. The City reserves the right to accept or reject proposed contract terms and to make modifications in the best interest of the City.

## Compliance with Laws

The proposer shall comply with all applicable federal, state, and local laws, ordinances, codes, and regulations, including but not limited to those governing non-discrimination, safety, and employment.

## Reservation of Rights

The City reserves the right to:

- Reject any proposal deemed non-responsive or non-responsible;
- Withdraw or cancel the RFP at any time without obligation;
- Negotiate with one or more proposers;
- Postpone proposal submission or opening dates; and
- Consider any other factors deemed to be in the City's best interest.

## SCHEDULE

In order to be considered, the proposal must be received at the City of Buchanan, 302 N Redbud Trail, Buchanan MI 49107, on or before **July 15, 2026 10:00AM EST**. All proposals shall be in a sealed package marked: ATTN: BID – Well Abandonment. Electronic bids are not accepted.

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Please submit your sealed bid by **July 15, 2026 10:00AM EST** to:

Kalla Langston-Weiss, City Clerk  
302 North Red Bud Trail  
Buchanan, MI 49107

For any questions regarding the project, please contact:

Emma Lysy, Deputy Clerk & Administrative Coordinator

[elysy@cityofbuchanan.com](mailto:elysy@cityofbuchanan.com)

269-695-3844 ext. 10

## PROPOSAL FORM

Please complete the proposal form below.

# Request for Proposals

Additional information (optional):

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Item No.	Description	Service Cost
1	Permanent Plug and Seal – Municipal Well	
2	Other (Please specify below)	

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Mailing Address City/State/Zip

Bidder's Telephone Number

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Bidder's Signature

Print Bidder's Name

**REFERENCES**

Please list three (3) references (Municipal Government) wherein your company has provided similar services of this type being proposed for the City of Buchanan. Failure to list references may result in your company being disqualified.

**CLIENT** \_\_\_\_\_  
\_\_\_\_\_  
ADDRESS \_\_\_\_\_  
\_\_\_\_\_  
CONTACT  
PERSON \_\_\_\_\_  
PHONE  
NUMBER \_\_\_\_\_  
EMAIL \_\_\_\_\_  
\_\_\_\_\_

**CLIENT** \_\_\_\_\_  
\_\_\_\_\_  
ADDRESS \_\_\_\_\_  
\_\_\_\_\_  
CONTACT  
PERSON \_\_\_\_\_  
PHONE  
NUMBER \_\_\_\_\_  
EMAIL \_\_\_\_\_  
\_\_\_\_\_

**CLIENT** \_\_\_\_\_

\_\_\_\_\_

**ADDRESS** \_\_\_\_\_

\_\_\_\_\_

**CONTACT**

**PERSON** \_\_\_\_\_

**PHONE**

**NUMBER** \_\_\_\_\_

**EMAIL** \_\_\_\_\_

\_\_\_\_\_

**NOTE**

Previous experience and performance may be a factor in making the award.

# Attachment A





# Water Well And Pump Record



Completion is required under authority of Part 127 Act 368 PA 1978.

Failure to comply is a misdemeanor.

Import ID: 11771835303

<b>Tax No:</b>	<b>Permit No:</b>	<b>County:</b> Berrien			<b>Township:</b> Buchanan		
<b>Well ID: 11000002199</b>		<b>Town/Range:</b> 07S 18W	<b>Section:</b> 35	<b>Well Status:</b> Active	<b>WSSN:</b> 960	<b>Source ID/Well No:</b> WELL 3	
		<b>Distance and Direction from Road Intersection:</b> WSSN 00960; NW CORNER OF WELL FIELD					
		<b>Well Owner:</b> BUCHANAN					
<b>Elevation:</b> 700 ft.		<b>Well Address:</b> BUCHANAN WELL #3 BUCHANAN, MI 49107			<b>Owner Address:</b> BUCHANAN, MI 49107		
<b>Latitude:</b> 41.821667							
<b>Longitude:</b> -86.367015							
<b>Method of Collection:</b> Interpolation-Aerial Photo							

<b>Drilling Method:</b> Unknown	<b>Well Use:</b> Type I public	<b>Pump Installed:</b> Yes	<b>Pump Installation Only:</b> No
<b>Well Depth:</b> 42.00 ft.	<b>Date Completed:</b>	<b>Pump Installation Date:</b>	<b>HP:</b>
<b>Well Type:</b> New		<b>Manufacturer:</b> Other	<b>Pump Type:</b> Submersible
<b>Casing Type:</b> Steel - black	<b>Height:</b> 0.00 ft. below grade	<b>Model Number:</b>	<b>Pump Capacity:</b> 800 GPM
<b>Casing Joint:</b> Unknown		<b>Drop Pipe Length:</b> 39.00 ft.	<b>Pump Voltage:</b>
<b>Casing Fitting:</b> None		<b>Drop Pipe Diameter:</b>	<b>Drilling Record ID:</b>
<b>Diameter:</b> 18.00 in. to 32.00 ft. depth		<b>Draw Down Seal Used:</b> No	
<b>Borehole:</b>		<b>Pressure Tank Installed:</b> No	
		<b>Pressure Relief Valve Installed:</b> No	

<b>Static Water Level:</b> 5.00 ft. Below Grade	<b>Formation Description</b>	<b>Thickness</b>	<b>Depth to Bottom</b>
<b>Well Yield Test:</b> Pumping level 18.00 ft. after 4.00 hrs. at 885 GPM	No Lithology Information	42.00	42.00
<b>Yield Test Method:</b> Unknown			

<b>Screen Installed:</b> Yes	<b>Filter Packed:</b> No
<b>Screen Diameter:</b> 16.00 in.	<b>Blank:</b> 0.00 ft. Above
<b>Screen Material Type:</b>	
<b>Screen Installation Type:</b> Unknown	
<b>Slot Length Set Between</b>	
0.00 10.00 ft. 32.00 ft. and 42.00 ft.	
<b>Fittings:</b> None	

<b>Well Grouted:</b> Yes	<b>Grouting Method:</b> Unknown	<b>Geology Remarks:</b>
<b>Grouting Material:</b> Unknown	<b>Bags:</b> 0.00	
<b>Additives:</b> None	<b>Depth:</b> 0.00 ft. to 0.00 ft.	

<b>Wellhead Completion:</b> Unknown	<b>Drilling Machine Operator Name:</b>
	<b>Employment:</b> Unknown

<b>Nearest Source of Possible Contamination:</b>	<b>Contractor Type:</b> Unknown	<b>Reg No:</b>
<b>Type:</b> None	<b>Business Name:</b>	
<b>Distance:</b>	<b>Business Address:</b>	
<b>Direction:</b>	<b>Water Well Contractor's Certification</b>	

<b>Water Well Contractor's Certification</b>	
This well was drilled under my supervision and this report is true to the best of my knowledge and belief.	
<b>Signature of Registered Contractor</b>	<b>Date</b>

**General Remarks:** ORIGINAL WELLID# WAS 35003; CONTRACTOR DUNBAR DRILLING CO.

**Other Remarks:** Pump Manufacturer: DEMING & LAYNE

# Attachment B





### ABANDONED WELL PLUGGING RECORD

Completion is required under authority of Part 127, 1978 PA 368, as amended.

Failure to comply is a misdemeanor.

Tax No. _____		Failure to comply is a misdemeanor.		Permit No. _____	
Latitude _____		Longitude _____		County _____	
Township _____		County _____		Township _____	
Distance and Direction from Road Intersection _____		Well Street Address, City/Zip _____		WSSN _____	Source ID/Well No. _____
				Section _____	Town No. _____
Drilling <input type="checkbox"/> Unknown <input type="checkbox"/> Rotary <input type="checkbox"/> Cable Tool Method <input type="checkbox"/> Other _____		Well Use <input type="checkbox"/> Household <input type="checkbox"/> Type I Public <input type="checkbox"/> Type II Public <input type="checkbox"/> Type III Public <input type="checkbox"/> Industrial <input type="checkbox"/> Irrigation <input type="checkbox"/> Test Well <input type="checkbox"/> Heat Pump <input type="checkbox"/> Other _____		Well Owner Name _____	
				Address _____ City/State/Zip _____ Owner Address Same as Well Address? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Measured Well Depth _____ ft.		Casing Status After Plugging _____ ft. <input type="checkbox"/> Below Grade <input type="checkbox"/> Above Grade <input type="checkbox"/> Casing Pulled		Note: Cutting casing off 4 feet below grade is recommended.	
Date of Well Plugging _____		Reason for Abandoning Well <input type="checkbox"/> Public Water Connection <input type="checkbox"/> Well In Disrepair <input type="checkbox"/> Well No Longer Needed <input type="checkbox"/> Dry Hole <input type="checkbox"/> Uncompleted Well <input type="checkbox"/> Other _____		Abandonment Method <input type="checkbox"/> Pumped Through Grout Pipe <input type="checkbox"/> Poured From Surface <input type="checkbox"/> Poured Through Grout Pipe <input type="checkbox"/> Other _____	
Date Well Constructed _____ <input type="checkbox"/> Unknown		Well Construction Type <input type="checkbox"/> Drift Well <input type="checkbox"/> Rock Well <input type="checkbox"/> Dry Hole <input type="checkbox"/> Unknown <input type="checkbox"/> Other _____		Pumping Equipment Removed <input type="checkbox"/> Yes <input type="checkbox"/> No	
Casing <input type="checkbox"/> Steel-black <input type="checkbox"/> Steel-galvanized <input type="checkbox"/> Plastic <input type="checkbox"/> Clay Tile Crock <input type="checkbox"/> Other _____		Flowing Well <input type="checkbox"/> Yes <input type="checkbox"/> No		Equipment Removed <input type="checkbox"/> Bremer Check Valve <input type="checkbox"/> Drawdown Seal <input type="checkbox"/> Drop Pipe <input type="checkbox"/> Electrical Wiring <input type="checkbox"/> Packer <input type="checkbox"/> Pitless Adapter Spool <input type="checkbox"/> Check Valve <input type="checkbox"/> Pump Cylinder <input type="checkbox"/> Pump Rods <input type="checkbox"/> Stones/Debris <input type="checkbox"/> Submersible Pump <input type="checkbox"/> Turbine Pump Bowls <input type="checkbox"/> Unknown Obstruction <input type="checkbox"/> Obstruction Driven to Bottom <input type="checkbox"/> Other _____	
Diameter _____ in. to _____ ft. depth		Diameter _____ in. to _____ ft. depth		Note: Plugging well from bottom up to ground surface is required.	
Diameter _____ in. to _____ ft. depth					
Plugging Material (Enter the layers from top to bottom.)		From	To	Quantity	Units
<input type="checkbox"/> Bentonite Chips/Pellets <input type="checkbox"/> Bentonite Slurry <input type="checkbox"/> Clean Soil Fill		_____ ft.	_____ ft.	_____	<input type="checkbox"/> Bags <input type="checkbox"/> Yards
<input type="checkbox"/> Concrete <input type="checkbox"/> Neat Cement <input type="checkbox"/> Other _____		_____ ft.	_____ ft.	_____	<input type="checkbox"/> Other _____
<input type="checkbox"/> Bentonite Chips/Pellets <input type="checkbox"/> Bentonite Slurry <input type="checkbox"/> Clean Soil Fill		_____ ft.	_____ ft.	_____	<input type="checkbox"/> Bags <input type="checkbox"/> Yards
<input type="checkbox"/> Concrete <input type="checkbox"/> Neat Cement <input type="checkbox"/> Other _____		_____ ft.	_____ ft.	_____	<input type="checkbox"/> Other _____
<input type="checkbox"/> Bentonite Chips/Pellets <input type="checkbox"/> Bentonite Slurry <input type="checkbox"/> Clean Soil Fill		_____ ft.	_____ ft.	_____	<input type="checkbox"/> Bags <input type="checkbox"/> Yards
<input type="checkbox"/> Concrete <input type="checkbox"/> Neat Cement <input type="checkbox"/> Other _____		_____ ft.	_____ ft.	_____	<input type="checkbox"/> Other _____
<input type="checkbox"/> Bentonite Chips/Pellets <input type="checkbox"/> Bentonite Slurry <input type="checkbox"/> Clean Soil Fill		_____ ft.	_____ ft.	_____	<input type="checkbox"/> Bags <input type="checkbox"/> Yards
<input type="checkbox"/> Concrete <input type="checkbox"/> Neat Cement <input type="checkbox"/> Other _____		_____ ft.	_____ ft.	_____	<input type="checkbox"/> Other _____
<input type="checkbox"/> Bentonite Chips/Pellets <input type="checkbox"/> Bentonite Slurry <input type="checkbox"/> Clean Soil Fill		_____ ft.	_____ ft.	_____	<input type="checkbox"/> Bags <input type="checkbox"/> Yards
<input type="checkbox"/> Concrete <input type="checkbox"/> Neat Cement <input type="checkbox"/> Other _____		_____ ft.	_____ ft.	_____	<input type="checkbox"/> Other _____
<input type="checkbox"/> Bentonite Chips/Pellets <input type="checkbox"/> Bentonite Slurry <input type="checkbox"/> Clean Soil Fill		_____ ft.	_____ ft.	_____	<input type="checkbox"/> Bags <input type="checkbox"/> Yards
<input type="checkbox"/> Concrete <input type="checkbox"/> Neat Cement <input type="checkbox"/> Other _____		_____ ft.	_____ ft.	_____	<input type="checkbox"/> Other _____
<input type="checkbox"/> Bentonite Chips/Pellets <input type="checkbox"/> Bentonite Slurry <input type="checkbox"/> Clean Soil Fill		_____ ft.	_____ ft.	_____	<input type="checkbox"/> Bags <input type="checkbox"/> Yards
<input type="checkbox"/> Concrete <input type="checkbox"/> Neat Cement <input type="checkbox"/> Other _____		_____ ft.	_____ ft.	_____	<input type="checkbox"/> Other _____
General Remarks _____		Water Well Contractor's Certification <input type="checkbox"/> Well Owner Plugged the Well This well plugging was performed under my registration.			
		Registered Business Name _____		Registration No. _____	
		Address _____			
		City/State/Zip _____			
		Signature of Registered Contractor _____		Date _____	

ATTENTION WELL OWNER: FILE WITH DEED

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