

Allegheny County Sanitary Authority

ALCOSAN

REQUEST FOR QUALIFICATIONS

For

Engineering Design Services CSO Bypass and Disinfection Project S-466

May 20, 2020

Due June 26, 2020 at 2:00pm

1.0 INTRODUCTION

The Allegheny County Sanitary Authority (ALCOSAN) is soliciting Letters of Interest and Statements of Qualifications from Professional Engineering firms interested in providing Design Services for design of the **CSO Bypass and Disinfection Project** at its Woods Run Wastewater Treatment Plant.

This plant expansion design package is comprised of the following general tasks:

- A passive CSO-related bypass flow control structure (to divert up to 305 MGD of primary effluent) consisting of overflow weirs in the primary effluent channel and an overflow channel directly parallel to the primary effluent channel.
- A single influent conduit connecting the overflow channel (from CSO-related bypasses flow control structure) to the current effluent side of the existing chlorine contact tanks.
- Modifications to the existing chlorine contact tanks, with interface to the CSO-related bypass flow control structure and tank improvements including: addition of an influent chamber housing air diffusers for sodium hypochlorite mixing, overflow weirs on the effluent side for water level control, and air diffusers in the effluent for sodium bisulfite mixing. The proposed modifications will reverse the current direction of flow within the tanks.

- Hose reels and flushing gates to facilitate flushing the chlorine contact tanks after a storm event. Submersible pumps will be provided to supply the hose stations from secondary effluent and for draining the chlorine contact tanks after a storm event.
- A new building, located where the Maintenance Storage Building (850) and Carpenter Shop (880) are currently situated, will be provided to house sodium hypochlorite storage and feed equipment. The Maintenance Storage Building and Carpenter Shop buildings will be demolished to allow for construction of this new building.
- Defoamer solution storage and feed equipment will be housed in the same new building as the new sodium hypochlorite storage and feed equipment. However, the Final Design Consultant (FDC) can also consider putting this equipment in the existing electrical room in the EFW/Secondary Chlorination Building (900).
- Replacement of the existing bulk chemical storage tanks located in the existing Dechlorination Building (842) with new tanks of the same size and capacity for storing sodium bisulfite. New sodium bisulfite dosing equipment, to be located in the existing Dechlorination Building (842), will replace the existing dosing equipment.
- Addition of a Chlorine analyzer building for measuring total residual chlorine for sodium bisulfite dosing located on top of the chlorine contact tanks at the effluent end. Redundant effluent samplers and an associated self-priming sample pump will also be housed in this building.
- Distribution/feed system (piping, etc.) for the sodium hypochlorite, sodium bisulfite and defoamer.
- New outfall (Outfall – 002) to Ohio River will be constructed adjacent to the Bypass Disinfection Tank.
- Hydraulic improvements will be implemented to reduce flow restrictions into the secondary system and to ensure that 295 MGD can be hydraulically conveyed through the secondary system.
- Provisions for temporary disinfection during secondary treatment shutdown to be bid as a separate construction package

The following is an outline of the anticipated procurement schedule based on the information available at this time. The project schedule is subject to change. The official schedule will be included in the Service Authorization for this project.

Anticipated Procurement Schedule

May 2020 - Issue Request for Qualifications

July 2020 - Issue Request for Proposals

August/September 2020 - Proposal submission and interviews

September 2020 - Contract Award

October 2020 - Negotiate, Award Fee, Issue Notice to Proceed

ALCOSAN has secured the services of Arcadis as Program Manager of the overall wet weather plant expansion program. The shortlisted final design consultants will be provided the basis of design (BOD) report with the Request for Proposal. This information will be at the 20% design stage. The BOD reports have been submitted to the PA DEP to obtain the Part 2 WQM permit.

This document is intended to assist firms in preparing their Qualifications Submittals for this project. **All Qualification Submittals that fail to conform to requirements set forth herein will not be considered by ALCOSAN. Please review the entire RFQ when submitting.**

2.0 COMMUNICATIONS REGARDING THE REQUEST FOR QUALIFICATIONS

Questions and requests for clarification regarding this Request for Qualification Statement and Technical Approach must be directed, in writing via email, to:

Suzanne Thomas
Procurement Officer
Allegheny County Sanitary Authority
Email: suzanne.thomas@alcosan.org

Questions received after **June 15, 2020 at 2 p.m.** (EST) will not be considered.

An informational meeting will be held on-line via Microsoft Teams on **May 28, 2020 at 2:00 p.m.** All parties interested in attending the informational meeting shall send an email to Suzanne Thomas. Once the emails are compiled, ALCOSAN will email a Microsoft Teams meeting invite. This meeting is not mandatory but all interested parties are encouraged to attend.

Responses to all general questions and requests for clarification will be posted on ALCOSAN's website. ALCOSAN will provide, in writing, any clarifications, changes, and/or other information deemed to be necessary as addenda to this submittal.

3.0 OBJECTIVE

ALCOSAN proposes to retain a highly qualified firm to provide the services described herein. Firms and team members with significant experience in projects with similar characteristics will be given prime consideration for this project. Those firms that participate in this Request for Qualification (RFQ) process will be referred to as "Proposers." "Proposer" and its Subconsultants shall be referred to collectively as the "Team." The successful team shall be referred to as the Consultant.

4.0 SCOPE OF SERVICES

Project Name: CSO Bypass and Disinfection
No.: Project S-466
Location: 3300 Preble Avenue, Pittsburgh, PA 15233
Schedule: October 2020 – December 2025

ALCOSAN anticipates the following minimum tasks and services:

Design Phase:

- Preparation of biddable plans and specifications in accordance with Pennsylvania procurement codes and regulations.
- Preparation and submittal of intermediate design products at the 30%, 60% and 90% stages of completion.
- Participation in the Value Engineering process.
- Preparation and submittal of cost estimates and construction schedules
- Other probable related services that may be required include design reviews, site investigation, field survey, geotechnical subsurface borings, material testing, structural analysis and design, review and analysis of existing as-built information and building code requirements.

Bidding Phase:

- Responding to bidder questions
- Assist in the writing of addenda
- Evaluation of requests from the bidders
- Assist in the evaluation of bids

Construction Phase:

- Provide submittal evaluation/review.
- Attend construction meetings
- Perform site visits to monitor the quality of the work
- Assist in the preparation of change orders
- Assist in the start-up & training

The tentative schedule for this **CSO Bypass and Disinfection** work is as follows:

- Design phase: October 2020 – March 2022
- Bid phase: April 2022 – August 2022
- Construction phase: September 2022 – September 2025
- Operational demonstration phase: October 2025 – December 2025

5.0 EVALUATION OF QUALIFICATIONS SUBMITTALS/SELECTION PROCESS

The Procurement Project Team will evaluate Submittals based upon the following criteria:

- Firm's history and resource capability to perform required services
- Evaluation of potential key personnel
- Related experience (as appropriate) and technical competence.
- If Proposer does not have an office in the Allegheny County region, please provide clarify how project will be managed
- Proposed Potential MBE/WBE/SDV participation

ALCOSAN's Procurement Project Team shall review, discuss, and screen the submitted responses to the design package for completeness and level of response to the RFQ. The Procurement Project Team will recommend a shortlist of three to five firms. ALCOSAN reserves the right to change the number of shortlisted firms, based upon the number of submittals received.

Firms that are deemed responsive and qualified will be notified of their eligibility for further consideration. Firms that are not recommended for further consideration will also be notified in writing.

ALCOSAN will select firms from the shortlist of accepted qualified candidates to receive a Request for Proposals (RFP) seeking technical and cost information for this project. Based upon the evaluations of the Submittals, the Procurement Project Team will develop a shortlist of firms which will be presented to the ALCOSAN Professional Services Committee for approval. Only information provided in this Submittal regarding this RFQ will count toward the firm's score.

Request for Proposals: Shortlisted firms will be emailed an RFP. Following proposal submission, Proposers may be interviewed by ALCOSAN's Project Procurement Team. The Project Procurement Team will evaluate Proposer's performance in the interview when evaluating the proposals. After completion of the interviews, all proposals will be individually evaluated utilizing criteria clearly set forth in the RFP.

6.0 QUALIFICATION STATEMENTS

The Proposer shall submit an electronic copy via email to suzanne.thomas@alcosan.org.

Qualifications submittals must be received by the ALCOSAN Procurement Officer no later than **2:00 PM on June 26, 2020**. It is the Proposer's responsibility to ensure the documents are received within the prescribed time.

The Qualifications Submittals should be identified as follows:

**Qualification Statement and Letter of Interest for
Engineering Design Services for CSO Bypass and Disinfection**

**Allegheny County Sanitary Authority
3300 Preble Avenue
Pittsburgh, PA 15233-1092
Attention: Suzanne Thomas, Procurement Officer
suzanne.thomas@alcosan.org**

Late and/or noncompliant Qualifications Submittals will not be accepted for any reason.

To enable ALCOSAN to efficiently evaluate the Qualifications Submittals, Proposers must strictly follow the required format in preparing their Qualifications Submittals.

Each section (as set forth below) shall be separated by a tabbed divider. Elaborate covers, graphics, and the like are not required especially since this is an electronic submission. Do not include any cost information in the Submittal.

Standard Form SF 330 can be used in part in response to the RFQ.

Electronic copies shall be submitted as a PDF document.

Each Qualifications Submittal to the RFQ shall be organized in the following order:

- A. Letter of Commitment** Provide a cover letter and company profile introducing the firm. This letter shall commit the firm to the terms of this RFQ and shall be signed by a person authorized to bind the company.
- B. Outside Cover and/or First Page:** Shall contain the name of the RFQ, the name of the Proposer, a point-of-contact, contact information (telephone and email) and the submittal date.
- C. Firm's Experience (Tabbed Section 1):** The Proposer shall select up to five (5) similar projects using Part I, Section F, SF 330, to highlight the Team's project experience. Each project shall not exceed two pages. For each project, the Proposer shall prepare a summary of the project including the following information:
 - Project Name and Location
 - Date(s) of Project
 - Project Owner
 - Contact Name/Telephone Number/Email Address

- Brief Description of the Project, highlighting the involvement of the Proposer

Previous ALCOSAN Projects may be proposed but the Firm should include other similar projects as well.

D. Team's Experience (Tabbed Section 2): The Firm will submit a listing and composition of local staff and potential proposed subconsultants.

The Proposer shall include an 11x17 Organizational Chart of the proposed Team, not to exceed one (1) page.

The Firm may provide a total of up to fifteen (15) resumes of key personnel, with each resume not exceeding one (1) page.

E. Commitment to MBE/WBE/SDV Participation Goals (Tabbed Section 3):

ALCOSAN encourages businesses owned and operated by minorities, disadvantaged, women, and service disabled veteran business enterprises to submit Submittals or to participate as subconsultants or suppliers. The Proposer shall be required to utilize minority, disadvantaged, women and service disabled veteran business enterprises to the fullest extent possible. The MBE/WBE participation goals are 10-25% of the total value of the Consultant's proposed services. The SDV participation goals are 3% of this same total value. A copy of ALCOSAN's Supplier Diversity Business Policy Statement is available on the ALCOSAN website. At this stage of submitting qualifications, ALCOSAN is looking for more than a general commitment to the goals of the policy. ALCOSAN understands that the ability to use subconsultants will vary and depend greatly on the size and type of project. The Proposer shall describe its commitment to the policy, highlighting MBE/WBE/SDV participation rates on the Proposer's past projects. The Proposer should identify potential team members, if any, proposed under this project and integrate the firms into the project.

Failure to provide a clear MBE/WBE/SDV team structure where the team members are integrated into the program will impact a submittal's evaluation.

F. Potential Conflict of Interest (Tabbed Section 4): Each Proposer shall submit a Certificate of Conflict of Interest and show appropriate information to support its belief that its business activities do not and will not create a conflict of interest situation. This information could include detailed descriptions of existing contractual relationships, corporate policy statements related to the conflict of interest issue, and certified statements by authorized corporate officials related to

present and future courses of action. The Proposer should pay particular attention to affiliate activities.

- G. Right to Know (Tabbed Section 5):** ALCOSAN is a municipal authority and is therefore subject to requests through the Pennsylvania Right-To-Know Law (RTKL). Submittals may become part of a RTKL request during and after the subsequent contract. **All Proposers shall clearly identify only that portion of the proposal which is considered company proprietary information and, therefore, exempt under the RTKL.** A legend at the beginning of the proposal and/or on every page will not be considered sufficient. If there is no information contained in the submittal that may be exempt from the RTKL, Proposers shall make a statement to that fact in the Submittal.

End of RFQ

CONFLICT OF INTEREST CERTIFICATION

I state that I am _____ of _____ and that I am authorized to make this affidavit on behalf of my company, and its owners, directors, and officers. I am fully informed of the preparation and contents of the attached proposal.

I hereby certify that relevant personnel from _____ have reviewed the scope of work of the referenced ALCOSAN RFQ/RFP and understand its contents. I also certify that no real or potential, Personal or Corporate conflict of interest exists with (Company) under this procurement.

I understand that a conflict of interest may arise over the period of this procurement.

_____ shall notify ALCOSAN in writing of any financial interest, personal activity, or relationship that could impair the Company's ability to act impartially and in the best interest of ALCOSAN when performing under the contract.

_____ its affiliates, subsidiaries, officers, directors or employees do not currently perform any work which may result in a potential or real conflict. Nor is

_____ or any of its employees under the investigation by any governmental agency and have not in the last four years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving a conflict of interest with respect to proposing and/or bidding on any public contract, except as follows:

I state that _____ understands and acknowledges the above representations are material and important, and will be relied on by the Allegheny County Sanitary Authority in awarding the contract(s) for which this proposal is submitted. I understand and _____ understands that any misstatements in this Certification is and shall be treated as fraudulent concealment from the Allegheny County Sanitary Authority of true facts relating to the submission of proposals for this contract.

Name: _____

Signature: _____

Title: _____

Date: _____