

**ALLEGHENY COUNTY SANITARY AUTHORITY (ALCOSAN)**

**REQUEST FOR QUALIFICATIONS  
for  
PROFESSIONAL SERVICES  
OHIO RIVER TUNNEL FINAL DESIGN  
PROJECT S-485**

**March 24, 2021**

**1.0 Background**

The Allegheny County Sanitary Authority (“ALCOSAN”) entered into a Consent Decree on January 24, 2008 with the U.S. EPA, Pennsylvania DEP and the Allegheny County Health Department to address Combined Sewer Overflows. A Modified Consent Decree was approved on May 14, 2020 to replace the 2008 Consent Decree. Copies of these documents are all available via ALCOSAN’s Website at the following location: <https://www.alcosan.org/our-plan/plan-documents>.

ALCOSAN contracted with a professional engineering firm in 2017 to perform Preliminary Planning for the Regional tunnel system. Work undertaken in the program consisted of tunnel sizing and layout, surface structure configuration and layout, geotechnical investigation, hydraulic and surge analysis, and costing. The deliverable from this process is the Preliminary Basis of Design Report (BODR) which is available upon request from the Procurement Officer. This BODR was submitted to the Regulatory Agencies on October 1, 2020 for review and approval.

**2.0 INTRODUCTION**

ALCOSAN is soliciting Letters of Interest and Statements of Qualification (collectively, “Submittals”) from Professional Engineering firms to perform the Ohio River Tunnel (ORT) Final Design Consulting (FDC) Services. The program will advance the work performed by the Preliminary Planning team to advance the Ohio River Tunnel (ORT), Chartiers Creek and Saw Mill Run Crossings, and associated dropshafts, regulators, outfall and consolidation sewers to a final design.

The ORT FDC will perform final design for the ORT and the associated conveyance systems. The final designer will work closely with the Tunnel Program Manager (Tunnel PM) to coordinate future connections to Allegheny River Tunnel (ART), Monongahela River Tunnel (MRT) as well as the Wastewater Treatment Plant Expansion Program Manager (WWTP PM) and Tunnel Dewatering Pump Station Final Design Consultant for the downstream connection.

The starting point for the ORT designer will be the review of several Preliminary Planning reports and memoranda. The primary report is the Preliminary Basis of Design Report and drawings which represent approximately the 20% design stage, as submitted for agency review and approval.

The prospective ORT FDCs will be provided the Preliminary Planning BODR report. The BODR report includes the Geotechnical Data Report (GDR) and Geotechnical Design Memorandum (GDM).

This request for qualifications document is intended to assist firms in preparing their Submittals for this project, specifically the final design of the ORT and associated facilities. All Submittals that fail to conform to requirements set forth herein will not be considered by ALCOSAN.

### **3.0 COMMUNICATIONS REGARDING THE REQUEST FOR QUALIFICATIONS**

Questions and requests for clarification regarding this Request for Qualifications (“RFQ”) must be directed, in writing, to:

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

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 RFQ. ALCOSAN cannot guarantee responses to any questions received after 2:00 p.m. April 30, 2021.

An informational meeting will be held on-line via Microsoft Teams on April 12, 2021 at 2:00 p.m. All parties interested in attending the informational meeting shall send an email to Suzanne Thomas. Please only register one person for each company. Companies may forward the invitation to their teams upon receipt. Once the emails are compiled, ALCOSAN will email a Microsoft Teams meeting invite. This meeting is not mandatory, but all interested parties are strongly encouraged to attend.

### **4.0 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 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 ORT Final Design Consultant.

## 5.0 SCOPE OF SERVICES

Project Name: Ohio River Tunnel (ORT) Final Design  
No.: Project S-485  
Location: 3300 Preble Avenue, Pittsburgh, PA 15233  
Schedule: 2021 –2025 for design followed by approx. 6 years of design services through construction and commissioning.

ALCOSAN anticipates the following, but is not limited to, these tasks and services:

- Provide survey services for all designed facilities (ALCOSAN monument TM is available upon request from the Procurement Officer).
- Preparation of biddable plans and specifications in accordance with Pennsylvania Municipal Authority procurement codes and regulations
- Evaluation and recommendations regarding contract packaging of near surface facilities including consolidation sewers and regulators
- Design instrumentation and controls for the tunnel system (e.g. control of gates, capture of level and flow data) and integration of tunnel SCADA with ALCOSAN's systems, especially with future systems for the WWTP and Tunnel Dewatering Pump Station.
- Preparation and submittal of intermediate design products at the 30%, 60% and 90% stages of completion for review by ALCOSAN and the Tunnel PM
- Evaluation and recommendations for construction methods/technologies
- Manage the design schedule to ensure Compliance Dates are achieved, notify owner of any deviations, and supply the Owner with remedies to prevent penalties from missed milestones
- Preparation and submittal of cost estimates and construction schedules at the 30%, 60% and 90% stages of completion
- Develop and maintain a risk register to manage risks including risks to schedule, cost and mitigation strategies to reduce or eliminate risk
- Identify required construction and permanent easements and work with the Property Acquisition Consultants to acquire any necessary property
- Coordinate and work closely with the Tunnel PM to ensure all future connections to the tunnel are considered in ensuring the efficient delivery of the three tunnels

- Coordinate with Tunnel Dewatering Pump Station FDC and with the WWTP PM.
- Identify ‘green leave’ behind projects and work with the Green Infrastructure Program Manager for the GROW Program and overall source control efforts
- Identify and obtain all necessary permits
- Field services to support final design packages including dye testing, field inspections, utility locating/coordination, condition assessments and line and level surveying of relevant infrastructure
- Perform Computational Fluid Dynamics of relevant hydraulic structures, tunnel pneumatic and surge conditions, odor release and management, sediment/grit assessments and other necessary modeling. Use and update Authority models to support final design. Delivery of Final Design Models to ALCOSAN
- When required, coordination with internal and external stakeholders.
- Enact a geotechnical program, building upon the first three rounds of drilling to supplement any areas needing further investigation.
- Participate in Construction Bidder Pre-Qualification

Bidding Phase:

- Attend the pre-bid meeting and prepare minutes
- Respond to bidder questions
- Assist in the writing of addenda
- Assist in the evaluation of bids
- Prepare schedule of design and construction deliverables

Construction Phase:

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

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

- March 2021 - Issue Request for Qualifications
- April 12, 2021 – Informational Meeting
- May 21, 2021 - Qualifications Due
- June 2021 – Shortlist / RFP Release
- August 2021 - Proposal submission due
- August/September 2021 – Interviews
- September 2021 - Contract Award
- October 2021 - Negotiate, Award Fee, Issue Notice to Proceed

## 6.0 EVALUATION OF QUALIFICATIONS SUBMITTALS/SELECTION PROCESS

The Consultant will be selected based upon the following process:

**Shortlist:** Once the deadline for the RFQ has lapsed, ALCOSAN’s Procurement Project Team shall review, discuss, and independently rank all Submittals. The Procurement Project Team will evaluate Submittals based upon the following criteria:

- Firm’s history and resource capability to perform required services
- Evaluation of assigned personnel
- Related experience
- Ability to meet schedule and project budget
- Familiarity with local area geography and facilities
- Local office within Allegheny County
- Ability to relate to project requirements
- MBE/WBE/SDV Participation

Based upon the evaluations of the Submittals, the Procurement Committee 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 a Request for Proposal (“RFP”). Following proposal submission, Proposers will 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.

## 7.0 QUALIFICATIONS SUBMITTALS

Electronic submittals must be received by the ALCOSAN Contracts Department no later than 2:00 PM on May 21, 2021. It is the Proposer’s responsibility to ensure the submittal has been received by the Procurement Officer in a timely manner.

Submittals should be submitted as follows:

**STATEMENT OF QUALIFICATIONS FOR  
OHIO RIVER TUNNEL FINAL DESIGN**

Project S-485

Suzanne Thomas, Procurement Officer

Suzanne.thomas@alcosan.org

Late and/or noncompliant Submittals will not be accepted for any reason. Submittals that do not include requested information and/or do not follow the requested format will be considered non-responsive. Non-responsive Submittals will not be evaluated. To enable ALCOSAN to efficiently evaluate the Submittals, Proposers must strictly follow the required format in preparing their Submittals.

Each Submittal 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. Table of Contents**
- D. Team's Experience/References (Tabbed Section 1):** The Proposer shall select five (5) similar projects using Part I, Section F, SF 330, to highlight, as best representing the Team's project experience. Using the SF 330 format, the Proposer shall prepare a brief, two-page, summary of the project including the following information:
  - Project Name and Location
  - Date(s) of Project
  - Project Owner
  - Contact Name/Address/Telephone Number/Email Address
  - Description of the Project, identifying and highlighting the Proposer's involvement.
  - Firm Name and Role
  - Key Personnel involved in the Project, including Subconsultants
  - Year Completed
  - Total Fees

- E. Team's Experience (Tabbed Section 2):** The Proposer will submit a completed Form SF 330 (Parts I and II).

The Proposer shall attach an 11x17 Organizational Chart (Part I, Section D) of the proposed Team, not to exceed one (1) page.

The Proposer may provide no more than ten (10) resumes of key personnel for Part I, Section E, with each resume not exceeding two (2) pages. The resumes should be project based and not a chronological listing of employment. The resumes must be in the SF 330 format.

The Proposer shall provide a matrix of the Projects identified in Section 1 and the team members, including subconsultants, participation on each project.

- F. 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 (MBE) and service-disabled veteran (SDV) 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. The companies must have a certification from a third party. The Service-Disabled Veteran Business must be certified by the Veteran's Administration.

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.

- G. Potential Conflict of Interest (Tabbed Section 5):** There are several Consultants who may be precluded, based upon their role in either the Preliminary Planning and/or the Program Manager for Tunnel. Each team member shall submit a Certificate of Conflict of Interest (See <https://www.alcosan.org/work-with-us/standard-forms>). Should a firm be unsure if the scope of work performed could be a potential conflict of interest, said firm shall notify the ALCOSAN

Procurement Officer for a decision on the potential conflict. The Proposer should pay particular attention to affiliate activities.

- H. Right to Know (Tabbed Section 6):** 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.