

REQUEST FOR QUALIFICATIONS #2022-01

Professional Engineering Services for: POTW Improvements

Release date January 5, 2022
Proposals due: January 26, 2022 3:00 PM

Proposal shall be sealed and clearly marked with RFQ # and Title. Submit four (4) copies and one (1) PDF to:

Andrew Denham
Town of Twisp
Public Works Director
PO box 278
Twisp, Wa. 98856
publicworks@townoftwisp.com

Part 1. General Information

The Town of Twisp is located in North Central Washington and owns and operates a POTW along the bank of the Methow River in Okanogan County. The Town and the Department of Ecology adopted a comprehensive Wastewater Facility Plan in September of 2020. The purpose of this RFQ is to engage professional engineering services to provide final plans, specifications and engineering estimates (PS&E) and construction technical support for the much-needed improvements at the POTW.

The existing POTW is an activated sludge oxidation ditch which is aerated via diffused aeration. The existing NPDES permit limitation for annual average flow (AAF) is 163,000 gallons with a population limitation of 1456. The biochemical oxygen demand (BOD) loading is of particular concern as it is nearing capacity due to a new SIU brewery. Design criteria will be based off twenty-year growth projections. Biosolids dewatering equipment is currently being upgraded to a new screw press to produce class B biosolids.

Town of Twisp

Public Works

1220 Ewell Street • Box 278 • Twisp, WA 98856. 509-997-1311 publicworks@townoftwisp.com

Part 2. Project Description

The project includes major improvements to nearly all facilities within the POTW including; influent pump station, SCADA, headworks, new selector tanks, aeration basin, secondary clarifiers, RAS/WAS pumps, aeration system, UV disinfection, effluent discharge, cross connection control, operation and laboratory building, garage, and reclaimed water.

The complete project description, background, and Wastewater Facility Plan along with the 2019 General Sewer Plan can be found on the Town's website at www.townoftwisp.com

Part 3. Consultant Scope of Work

The consultant scope of work includes but is not limited to;

- PS&E
- Contract documents
- Project bidding support
- Construction inspection services
- Survey services
- Project management
- Geotech services
- Permits preparation and submittal
- Public outreach
- 30%, 60%, 90% and final plan designs
- Construction funding assistance
- Construction management
- Detailed cost estimates
- Record drawings

The Town anticipates providing program oversight and direction to the consultant and will rely on the consultant to provide technical expertise and project management resources to assist in delivery of work. It is intended that the consultant work closely with the Public Works Director and operational staff.

Part 4. Source of Funding

The Town secured \$769,000 in project design funding through the Department of Ecology Clean Water SRF (WQC 2022TwispPW-00057) and is obligated to complete the design by August 1, 2022. Applicable funds are expected to be expended for design by the project completion date with construction funding assistance to be completed within 60 days of final design acceptance.

Town of Twisp

Public Works

1220 Ewell Street • Box 278 • Twisp, WA 98856. 509-997-1311 publicworks@townoftwisp.com

Part 5. Equal Opportunity

It is the policy of the Town to require equal opportunity in employment and services subject to eligibility standards that may be required for a specific program.

No person shall, on the grounds of race, color, religion, sex, handicap, national origin, age, citizenship, marital status, political affiliation be denied employment or benefits, or be discriminated against as a consumer, administrator or staff person under any program or activity receiving funds under this RFQ.

In compliance with the Department of Labor Regulations implementing Section 504 of the Rehabilitation Act of 1973, as amended, no qualified handicapped individuals shall be discriminated against in admission or access to any program or activity.

Submitters must agree to provide equal opportunity in the administration of the contract and its subcontracts or other agreements.

Part 6. Consultant Evaluation Process

A review committee will be appointed to evaluate the submittals received in response to this RFQ. For the purpose of scoring submittals, each committee member will perform an initial evaluation of each submittal on the following criteria;

- Project understanding and approach
- Project team and references
- Expertise in funding assistance
- Ability to complete projects in a timely manner
- Technical experience with similar projects
- Expertise in designing cost-effective and innovative retrofit improvements at a POTW

Following the initial evaluation of the submittals, the highest-ranking agencies will be invited to participate in an interview process. The Town will notify the agency's contact person provided to schedule the interview. The purpose of the interview is to give the review committee an opportunity to meet the project team that will be involved in the design and project management. Initial evaluation scores are considered preliminary only and will not be weighted in the interview process. It has not been determined if the interview will be virtual or in-person at this time.

It is the intention that after appropriate evaluations and interviews the Town will select the best qualified engineering firm, negotiate the terms of contract, and enter into an agreement for such services to complete the scope of work as it pertains to this RFQ.