



Request for Qualifications

Consulting Design Services for WWTP Headworks Facility and Odor Control System

Date: January 17, 2019

Submittal Deadline: February 7, 2019

Superior Metropolitan District 1 (the District), Superior, Colorado is seeking Statements of Qualifications from firms interested, experienced and knowledgeable in providing professional services to design a new headworks facility and plant odor control system at the Town's wastewater plant.

The selected firm will plan & design a new headworks facility and odor control system. This Request for Qualifications is intended to gather pertinent information concerning the ability of private consultants to meet the needs of the District.

The District is interested in retaining the services of an engineering and design consultant with experience in designing and planning a new headworks facility and odor control system. We expect that the consultant or team chosen will assist the District in developing a location, design and construction documents, budget preparation and construction phase services.

Interested firms are invited to submit Statements of Qualifications by 4:30 PM MST, February 7, 2019 to:

Jim Widner, P.E.
Town of Superior
124 E. Coal Creek Drive
Superior, CO 80027
303-381-2013
jimw@superiorcolorado.gov

Background:

The wastewater treatment plant is located in the Town of Superior in eastern Boulder County adjacent to U.S. Hwy 36 about 6 miles east of the City of Boulder. The community has a population of approximately 12,500 residents. After spending much of the 1990s as the fastest growing municipality in Colorado, Superior is nearing build-

out. Currently, the housing mix is approximately 2,700 single-family homes and 1,800 multi-family homes. The Town recently approved the Superior Town Center, a 157 acre mixed-use development at the southeast corner of US 36 and McCaslin Boulevard which is expected to include approximately 1,400 residential units.

Project Description and Objectives:

The Superior Metropolitan District manages, operates, maintains and controls the municipal wastewater treatment plant (WWTP) for the Town of Superior, CO. The WWTP is located at 2125 Honey Creek Lane, Superior, Colorado. The existing headworks facility was constructed in 1989 and has received various expansions and upgrades since that time. The headworks facility was expanded in 1996 to include a new automatic bar screen and an aerated grit chamber. The 1999 expansion upgraded the facility to 2.2 MGD. A new mechanical bar screen (step-type) was installed in 2017.

Several drivers are pushing the need for this project. Regular odor complaints are unacceptable to the District, thereby driving the need to address that concern through construction of an odor control system. Current codes are much more rigorous today than when the facility was originally built, especially as they apply and relate to this type of facility. Constructing to current codes will improve the overall safety of the facility.

Aging equipment and structures are in need of repair or replacement in the old facility as well. The existing influent flume and associated headworks channels have poor inlet and outlet hydraulics which impact flow splitting to downstream processes. This will be remedied within a new facility. Finally, upcoming nutrient regulations will drive the need for upgrades to the plant's secondary process. Relocating the headworks to a proposed new facility will provide the space necessary to facilitate such upgrades (at the location of the existing headworks).

Submittal:

The District invites qualified consultants to submit Statements of Qualifications for the Headworks and Odor Control System design services. The submittal should include the following:

1. A cover letter of introduction
2. A Statement of Qualifications (maximum 3 pages) and relevant experience of the individual consultant or firm. This should include your firm's involvement in Headworks and Odor Control facility projects. Samples of previous work products may also be submitted (not counting as part of the 3 page limit). Provide relevant experience for any proposed consultants.
3. A brief outline (maximum 3 pages) of your approach to accomplishing the following, including the key individual (s) who will be performing the work:

- a. The new headworks facility is to be housed indoors and shall be of sufficient size and configuration to meet process needs and also fit within the site constraints and limits. The new building will be designed to match existing site architecture. The demolition of the old headworks equipment will not occur until the new headworks equipment is installed and completely operational. The consultant shall design and oversee the relocation of certain equipment and demolition/removal of existing pretreatment equipment including the screen, washer/compactor, screening conveyor mechanism, grit classifier, grit pump and associated piping between the grit pump and grit classifier.
- b. The consultant shall also design the appropriate means of decommissioning of the existing headworks, to include existing channels and basins both inside the pretreatment room and the grit chamber itself. The structure housing the existing pretreatment equipment will not be demolished. A new operator control room shall be combined with the new electrical room necessary to power and control the new facilities. This room shall be provided with separate air conditioning and shall comply with all current and applicable codes.
- c. Odor control improvements include the new headworks facility along with capturing and treating off gases from the solids handling facilities and secondary buildings. This project will be funded in part with SRF loans, so the selected consultant will be required to assist in providing necessary information to support that effort.
- d. The selected consultant will also be required to support the District with the necessary and appropriate permitting required by the Colorado Department of Public Health and Environment, Water Quality Control Division.

One (1) paper copy of your Statement of Qualifications shall be submitted and retained by the Town of Superior. Additionally, an electronic copy containing the Statement of Qualifications in .PDF format must be submitted via e-mail or on a flash drive.

Schedule:

January 17:	Post RFQ
February 7:	Statements of Qualifications Due
February 13:	Short list selected and site visits planned
February 28:	Fee Proposals Due
March 11-13:	Interviews Conducted
March 20-22:	Negotiations with top rated firm
April 8:	Town Board Approval of Professional Services Contract
April 15:	Begin Work

A general Scope of Work is attached.

Questions:

Questions or requests for additional information should be forwarded to Jim Widner, Utilities Superintendent, at 303-381-2013 or jimw@superiorcolorado.gov. This RFQ and any announcements or addendums to this document will be posted on the Town website, www.superiorcolorado.gov and Rock Mountain e-bid.

Amendments to this Request for Qualifications:

The District reserves the right to amend this Request for Qualifications by an addendum at any time prior to the date set for receipt of Qualification Statements. Addenda or amendments will be posted on the Town website as soon as available and shall be the responsibility of the consultant to obtain all addenda. If revisions are of such a magnitude to warrant, in the District's opinion, the postponement of the date for receipt of proposals, an addendum will be issued announcing the new date.

Signatures:

The proposal documents do not require authorized signature for submittal. Signatures will be required of the selected consultant as part of the contract process.

Selection Process:

The statement of interest, qualifications, and performance information will be used to identify qualified firms capable of performing this work. Responders should clearly demonstrate their experience with the planning and design of Headworks and Odor Control Facilities. Firms selected for interviews will be requested to submit detailed proposals and fee estimates for the planning & design services indicated in the attached Scope of Work. Interviews are tentatively scheduled for March 11-13, 2019. The District reserves the right to reject any and all proposals. The successful consultant will need to execute a Professional Services Contract with the District.

Superior Metropolitan District 1
WWTP Headworks Facility and Odor Control System
Consulting and Professional Planning & Design Services
Scope of Work

Consultant scope will consist of all services necessary to perform the engineering services as identified herein. Key tasks include, but are not limited to, the following:

1. **Project Management and Administration.** Services will be provided to manage and monitor appropriate engineering and design resources to complete the work described herein. In addition, this task will involve necessary invoicing preparation and associated monthly status reporting.
2. **Permitting.** Permitting support will be required. Key items include, but may not be limited to the following:
 - a. Site location amendment assistance.
 - b. Process Design Report preparation per Regulation 22 to meet requirements of CDPHE Water Quality Control Division's Design Criteria for Domestic Wastewater Treatment Works, WPC-DR-1
 - c. Design package submittal at approximately 60% milestone for the required self-certification application for CDPHE.
3. **Funding Assistance.** Support the District in providing necessary information to help with securing the desired SRF loan type.
4. **Design.** Design is required by all necessary engineering and architectural disciplines to produce detailed drawings and specifications for the construction of the proposed facilities. Conventional design milestones and submittals roughly on schedules of completion marks at 30%, 60%, 90%, and 100% (bid-ready) will be required along with all envisioned workshops/meetings to achieve District approval.
5. **Bidding Support.** The Engineer should plan to provide bid-phase support which would generally include fielding technical questions from prospective contractors and suppliers, preparing necessary addenda, attending the bid opening, and advising the District on the quality and thoroughness of the submitted bids.
6. **Construction Phase Services.** Propose on what the consultant feels would be an appropriate plan for construction phase services, including review of submittals/shop drawings, contractor RFIs, appropriate level of field engineering support, etc.