

City of Mount Airy Request for Qualifications (RFQ) for Professional Engineering Services: WWTP Planning Grant Project Number SRP-W-ARP-O252

The purpose of this pre-construction planning activity is to evaluate improvements to the existing Mount Airy wastewater treatment plant (WWTP) necessary to meet new nutrient limits. Current rule making would require these new limits for facilities located in the Yadkin-Pee Dee River Basin in the near future. The Mount Airy WWTP was originally placed in operation in 1960 and the last major upgrade was completed in 1990 when the plant was expanded to its current rating of 7 MGD. Flows are not projected to increase above the existing plant capacity in the future and additional treatment capacity is not a part of this planning activity.

Treated flow from the Mount Airy WWTP discharges into the Ararat River which is part of the Yadkin-Pee Dee River Basin. The basin is impaired for several water quality parameters including Chlorophyll-a, turbidity and pH. In order to address the impairment, the future Yadkin-Pee Dee River Basin rules will likely include new nutrient limits for Total Nitrogen and Total Phosphorus, which currently only need to be monitored and reported as part of Mount Airy's NPDES permit.

The proposed pre-construction planning project will evaluate different alternatives to meet the stricter nutrient limits while keeping the plant capacity the same. The following planning activities will be included in the project:

- Perform special water quality sampling at different locations throughout the existing treatment process to compile data on the wastewater characteristics and existing treatment capabilities of the facility.
- Develop a calibrated biological process model of the Mount Airy WWTP using the software BioWin.
- Develop alternative liquid treatment process options to meet the future speculative discharge limits in the Yadkin-Pee Dee River Basin. The alternatives will be limited to retrofitting the existing facilities at the WWTP.
- Prepare a preliminary engineering report that will provide recommendations to meet future permit limits.

This work will allow the City to make strategic infrastructure improvement decisions based on prioritized needs and the criticality of specific assets.

The Mount Airy Public Works Department is soliciting requests for qualifications for professional engineering services to assist the Public Works Department in preparing the Planning Grant in compliance with all applicable federal requirements and regulations. Payment terms will be negotiated with the selected firm.

Scope of Work:

Engineering services shall include, but are not limited to, standard tasks necessary for the implementation of the project in conformance with NCDEQ compliance areas.

Submission Requirements:

RFQ submissions must include at a minimum:

1. Individual or Firm Information: firm's legal name, address, email, and telephone number, the principal(s) of the firm and their experience and qualifications;
2. Water/Wastewater Experience: The specialized experience and technical competence of the staff to be assigned to the project with respect to water / wastewater improvements or related work, description of firm's prior experience, including any similar projects, size of community, location, total construction cost, and names of local officials knowledgeable regarding the firm's performance on related work. Include at least five references within the past five years;
3. Firm Capacity and Capability: The capacity and capability of the firm to perform the work in question, including specialized services, within the period of the grant, the past record of performance of the firm with respect to such factors as control of costs, quality of work, and ability to meet schedules; description of firm's current work activities, capability of carrying out all aspects of related activities, and firm's anticipated availability during the term of the project;
4. The proposed work plan and schedule for activities to be performed; and
5. Documentation of compliance with state and federal debarment/eligibility requirements.

Qualification Evaluation Criteria:

Submissions will be evaluated per the following factors:

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| 1. <u>Qualifications, Competence and Reputation of Firm and</u> | <u>25 %</u> |
| 2. <u>Firm's Capability to Meet Time and Project Budget Requirements</u> | <u>25 %</u> |
| 3. <u>Present and Project Workload of Firm</u> | <u>10 %</u> |
| 4. <u>Related Experience on Similar projects</u> | <u>15 %</u> |
| 5. <u>Recent and Current Work for the Entity Issuing RFQ</u> | <u>25 %</u> |

All letters of interest are limited to 20 pages inclusive of the cover sheet, and shall be typed on 8 1/2" x 11" sheets, single-spaced, one-sided. Fold out pages are not allowed. In order to reduce costs and to facilitate recycling binders, dividers, tabs, etc. are prohibited. One staple in the upper left-hand corner is preferred. Please submit 5 copies. Letters of interest containing more than 20 pages will not be considered.

Upon completion of the review, interviews may be conducted by a Committee of city employees at the option of the city. The Committee will make its recommendation to the *City of Mount Airy Board of Commissioners* for approval to negotiate a contract price.

Respondents may review the application which includes a description of the proposed project including activities, budget, schedule, and other pertinent information by visiting the *City of Mount Airy Public Works* offices during regular office hours.

Contract Award:

Once the most qualified firm is selected, a cost for the Planning Grant will be negotiated. Contracts executed for the project shall be contingent upon the Release of Funds and Funding Conditions.

The above information should be submitted no later than **Friday December 16th at 5:00 pm**. Submit all documents to: **City of Mount Airy Public Works Department, 440 East Pine Street, Mount Airy, NC 27030**. For more information, contact Public Works Director Mitch Williams at 336-786-3580.

The City of Mount Airy is an Equal Opportunity Employer and invites the submission of proposals from minority and women-owned firms. The City of Mount Airy invites the submission of proposals from a certified Section 3 business concerns.