

ALLEGHENY COUNTY SANITARY AUTHORITY (ALCOSAN)

REQUEST FOR QUALIFICATIONS

for

PROFESSIONAL SERVICES

Wet Weather Pump Station

Project (S-489)

November 23, 2022

1.0 INTRODUCTION

The Allegheny County Sanitary Authority (“ALCOSAN”) is soliciting Letters of Interest and Statements of Qualification (collectively, “Submittals”) from firms interested in qualifying to provide Final Design Consulting Services for the **Wet Weather Pump Station Project**. The Final Design Consultant (FDC) will advance the work performed by the Wet Weather Plant Expansion Program Manager.

This document is intended to assist firms in preparing their Submittals for this project. **All Submittals that fail to conform to requirements set forth herein will not be considered by ALCOSAN.**

ALCOSAN has secured the services of Arcadis as Program Manager of the overall Wet Weather Plant Expansion Program. The deliverable from the Program Manager is the Wet Weather Pump Station Basis of Design Report (BODR), which is available upon request from the Procurement Officer. This information will be at the 20% design stage. The BODR was submitted to the Pennsylvania Department of Environmental Protection (PADEP) on November 1st, 2022, to obtain the Part 2 WQM permit and is currently under agency review.

The construction of the 120 MGD Wet Weather Pump Station (WWPS) is necessary to increase the peak wet weather flow capacity at the treatment plant as well as regulate flow for the new Regional Tunnel system by controlling storage and upstream CSO occurrences. The BODR is the result of an extensive alternatives analysis phase overseen by the Program Manager that ALCOSAN staff has bought into. The selected alternatives as represented in the BODR will be the concepts that the FDC will advance; several of the selected alternatives are similar to the existing ALCOSAN Main Pump Station.

The delineation between the scope for this project and the scope for the Ohio River Tunnel Final Design Consultant (ORT FDC) scope is where the 96” interconnecting tunnel enters the WWPS shaft.

An informational meeting will be held online via Microsoft Teams on December 14, 2022, at 11:00 a.m. (EST) All parties interested in attending the informational meeting shall send an email to Suzanne Thomas. Please only register one person for each company no later than 1:00pm (EST),

December 13, 2022. Companies may forward the invitation to their teams upon receipt. Once the emails are compiled, ALCOSAN will email a Microsoft Teams meeting invite by COB December 13, 2022. This meeting is not mandatory, but all interested parties are strongly encouraged to attend.

2.0 COMMUNICATIONS REGARDING THE REQUEST FOR QUALIFICATIONS

All communications, including 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

Proposers should not contact other ALCOSAN employees regarding this procurement.

Responses to all 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 seven (7) days before the submittal date.

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:	Wet Weather Pump Station
No.:	Project S-489
Existing Location:	3300 Preble Avenue, Pittsburgh, PA 15233
Schedule:	June 2023 – August 2029

The overall scope of work for the WWPS includes, but is not limited to, the consultant services, expertise, and responsibilities noted here:

- Determination and design of excavation support systems, dewatering systems and construction of the WWPS shaft, approximately 200 feet in diameter and 150 feet deep.
- Assembly of a geotechnical data report (GDR) and geotechnical baseline report (GBR) for excavation of the WWPS shaft.

- Physical modeling effort for the WWPS to optimize wet well layout and minimize entrained air and sediment buildup. The physical model shall include the first Regional Tunnel shaft upstream, approximately 600' south of the WWPS, and the interconnecting 96" tunnel segment. This will require significant coordination with the Ohio River Tunnel Final Design Consultant (ORT FDC), as the interconnecting tunnel and first shaft upstream are included in the ORT FDC scope.
- Design of approximately 150' deep wet well/dry well pump station layout with appropriately located stop logs for future maintenance.
- Design of wet weather pumps, drain pumps, piping, valves, flow meters, and ancillary equipment.
- Design of provisions for future installation of screening and grit/rock removal within the WWPS shaft.
- Design of bridge cranes and related equipment.
- Design of the WWPS superstructure to house electrical and control equipment, HVAC, pump removal equipment, future bar rack and rock trap removal equipment, etc.
- Design of odor control equipment, fans, ductwork, and appurtenances.
- Design of new siphon piping discharge structures around the perimeter of the dry well, similar to existing ALCOSAN Main Pump Station.
- Design of a 66-inch effluent conduit between the discharge structures and the 120-inch East Headworks Influent Conduit, which is scheduled to be constructed in 2023 under the currently ongoing East Headworks construction.
- Design of a gravity drain that returns flow back to the first Regional Tunnel shaft upstream, approximately 600' south of the WWPS.
- Perform Computational Fluid Dynamics of relevant hydraulic structures, sediment/grit assessments, and other necessary modeling.
- Recommendations of WWPS operating procedures. General understanding of the future Regional Tunnel operating procedures (to be developed by others) and the future plant operating procedures (to be developed by others).
- Determination of aspects regarding the working interaction between the new WWPS and the current Main Pump Station.
- Design instrumentation and controls for the WWPS, and establish functional descriptions (following the ALCOSAN Control Systems Guidelines) for how the WWPS will operate based on the FDC's design intent. Consider that the Regional Tunnel will be coming online in segments:
 - The ORT will be commissioned simultaneously with the WWPS by end of 2029.
 - The two remaining Regional Tunnel segments will have a staggered commissioning until 2036.
- Design necessary electrical, HVAC, plumbing, and fire protection systems.

- Determine utility relocations and needs. Recommend if there is a cost and/or schedule benefit to bidding an early action project under this Service Authorization for a “Utility Relocation Contract”.
- Develop a detailed Maintenance of Plant Operations (MOPO) protocol, defining how the plant continues to operate through construction, and specifically accounts for any planned temporary shutdowns, as well as traffic control and ongoing movement of people, machinery, and supplies, for normal plant operation.
- Coordinate with a multitude of other ongoing plant projects.
- Work closely with the Program Manager and Construction Manager through completion of the project.
- Coordinate closely with the ORT FDC where the two scopes intersect.
- Continuous communication with ALCOSAN personnel regarding progress, milestones, and cost considerations.
- Identify and mitigate risk factors in both the design and construction processes.
- Obtain necessary project & building permits. Important to note: for Pittsburgh zoning, the WWPS will be located in the GI-RIV zone, which has specific requirements that will need to be followed.
- Complete investigation of soil, wildlife nesting, and lead & asbestos risks, as necessary.
- Miscellaneous sitework, including minor demolition and neighboring structure support/integrity verification.
- Complete all necessary 3D CAD modeling and design.
- All aspects of design shall follow typical good engineering practices and applicable standards.

Design Phase:

- Preparation of biddable plans and specifications in accordance with Pennsylvania Municipal Authority procurement codes and regulations.
- Preparation of functional descriptions for replaced and new equipment.
- 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, equipment specifications, and construction schedules. Cost estimates shall be provided at 30%, 60%, 90%, and 100% milestones.
- Regular periodic progress updates and reviews in collaboration with ALCOSAN representatives
- Other probable related services that may be required include design reviews, site investigation, field survey, geotechnical subsurface borings, material testing, structural analysis and design, modeling, review, and analysis of existing as-built information and building code requirements.

Bidding Phase:

- Attend the pre-bid meeting
- Respond to bidder questions and offer corresponding specification data
- Assist in the writing of addenda
- Evaluation of or-equal requests from the bidders
- Assist in the evaluation of bids

Construction Phase:

- Provide submittal evaluation/review.
- Attend construction meetings and provide supporting technical data as needed
- 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
- Prepare Termination Wiring Diagrams
- Assemble Record Drawings

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:

Task	Date*
Request for Qualifications Issued	November 23, 2022
Informational Meeting	December 14, 2022
Qualifications Due	January 4, 2023
RFP Issued	January 13, 2023
Technical/Cost Proposals Due	March 1, 2023
Interviews	March 2023
Contracts Award	April 2023
Negotiate, Award Fee	May 2023
Notice to Proceed	June 1, 2023

* Dates are tentative

5.0 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 facilities and authorities having jurisdiction
- 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 three (3) to four (4) 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.

6.0 QUALIFICATIONS SUBMITTALS

Ten (10) hard copies of sealed Submittals and one (1) electronic copy (Flash Drive) are required. Submittals sent via email will not be accepted. Submittals must be received by the ALCOSAN Contracts Department (Admin Annex - Room 106) no later than 2:00 p.m. on January 4, 2023. Please allow time to be processed by security. If the documents are sent via courier, it is Consultant’s responsibility to ensure the documents have arrived on time.

Submittals should be addressed as follows:

STATEMENT OF QUALIFICATIONS FOR
Wet Weather Pump Station Project
 Project S-489
 Allegheny County Sanitary Authority
 Office of Procurement
 3300 Preble Avenue
 Admin Annex, Room 106
 Pittsburgh, PA 15233
 Attention: Suzanne Thomas, Procurement Officer

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 hard copy of the Submittals shall be bound using GBC or other semi-permanent binding to ensure that pages are not lost. Pages shall be no larger than standard letter size 8 ½” x 11” or folded to that dimension. Each section (as set forth below) shall be separated by a tabbed divider. Elaborate covers, binding, dividers, and the like are not required. Electronic copies shall be submitted as a PDF document or other appropriate electronic document format on Flash Drive. Emails will not be accepted. Proposers are encouraged to submit on double-sided paper; each side shall count as one page.

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. Cover letter shall not exceed four (4) pages. This shall also serve as the Executive Summary.
- 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. Firm’s Experience/References (Tabbed Section 1):** The Proposer shall select five (5) similar projects using SF 330, Part I, Section F (See <https://www.alcosan.org/work-with-us/standard-forms>) to highlight, as best representing the Team’s project experience. For each project, the Proposer shall prepare a two (2) 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
 - Project Description, identifying & 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 SF 330, Part I, Section A-E and G. SF 330 Part II is not required for this procurement.

The Proposer shall attach an 11x17 Organizational Chart of the proposed Team, not to exceed one (1) page, folded to accommodate an 8 ½ x 11 formatted booklet.

The Proposer may provide no more than ten (10) resumes of key personnel for SF 330 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. Proposers are encouraged to submit resumes of staff providing actual technical work.

The Proposer shall provide a matrix of the Projects identified in Section 1 and the team members, including subconsultants, participation on each project (SF 330 Part I, Section G).

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, and service-disabled veteran business enterprises to the fullest extent possible. The MBE/WBE participation goals are a minimum 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 4): Each Team member (Prime and Sub) shall submit a Certificate of Conflict of Interest (See <https://www.alcosan.org/work-with-us/standard-forms>) 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.

H. 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.

*** End of RFQ ***