

9-14-2021

City of Mount Vernon, Ohio Request for Qualifications: Wastewater Treatment Plant Phosphorus Removal and Treatment Systems designs and construction oversight.

With the Mount Vernon Wastewater Treatment Plant being in operation now for decades since its construction in 1952, and seeing nearly three million gallons of wastewater daily from the 219 miles of sanitary sewer lines throughout the city and adjacent townships, there are many aspects of the treatment process and facility that are in need of improvements, not only to reach phosphorus discharge requirements mandated to the City by the Ohio Environmental Protection Agency in 2019, but to help increase plant efficiency as population increases and the City looks towards growth of the utility which will increase the amount of wastewater being handled. It is important to install appropriate measures at the plant to begin the increased treatment process and ensure these processes are optimized to achieve results by our compliance date of 9/1/2023 for the Ohio EPA phosphorus discharge mandate compliance schedule and for continued plant efficiency with future utility growth.

Background: The City of Mount Vernon, Ohio is the county seat of Knox County, Ohio. It is a statutory city located north east of Columbus, Ohio. Mount Vernon is bisected by the Kokosing River, a State and National Scenic River. The City is 9.6 square miles with a population of 16,990 and is regulated as a municipal separate storm sewer system (MS4) phase 2 under the National Pollutant Discharge Elimination System (NPDES) by the Ohio EPA.

Reference:

1. The Wastewater Treatment Plant (see Exhibit A) is located at 3 Cougar Drive, Mount Vernon, OH.
2. <https://mountvernonohio.org/wastewater/>

The Schedule of Compliance is under Ohio EPA Permit 4PD00100. The City of Mount Vernon is under a compliance schedule issued September 1, 2019 related to Phosphorus discharge requirements at the Wastewater Treatment Plant.

Request for Qualification:

The City of Mount Vernon, Ohio intends to contract for design services in connection with the Wastewater Treatment Plant Phosphorus Optimization Construction Project. Engineering firms interested in being considered for a contract to provide the required services should reply with a statement of qualifications **no later than (3:30pm) on (September 30, 2021)**. Statements received after this deadline will not be considered.

Statements of qualifications should include information regarding the firm's history; education and experience of owners and key technical personnel; the technical expertise of the firm's current staff; the firm's experience in performing engineering studies, design, construction administration and construction observation; availability of staff; the firm's equipment and facilities; references; and any previous work performed for the City of Mount Vernon, Ohio.

9-14-2021

Statements of qualifications should be transmitted to:

Brian W. Ball, P.E., City Engineer

engineer@mountvernonohio.org

40 Public Square, Mount Vernon, OH 43050

As required by Ohio Revised Code §153.65-71, responding firms will be evaluated and ranked in order of their qualifications. Following this evaluation, the City of Mount Vernon, Ohio will enter into contract negotiations with the most highly qualified firm.

Terms and Conditions:

Engineer must accept the City of Mount Vernon standard terms and conditions.

The preliminary project description is as follows:

Name of Project: **Wastewater Treatment Plant Phosphorus Optimization Project**

Authorization: **Resolution 2021-72**

Location: **Inside the City of Mount Vernon, Ohio**

Description:

This project involves the design of phosphorus removal and treatment systems that will be installed at the Wastewater Treatment Plant to improve the current treatment process. In a preliminary engineering report completed by Civil & Environmental Consultants, Inc. multiple improvements were identified that can be constructed to optimize the plant efficiency. Below are the components they identified in their report, described broadly, which would be designed during this contract as well as descriptions of the detailed design and construction phases:

Improvement components identified in the CEC Inc. preliminary report:

1. Primary influent treatment modifications
2. Anaerobic Digester rehabilitation
3. Heat Exchanger replacement
4. Installation of solids handling and dewatering equipment
5. Installation of a sludge storage building
6. Installation of a chemical phosphorus removal system, magnesium chloride dosing system, and alum feed and storage system
7. Sludge processing and handling
8. Anaerobic digesters gas collections system replacement
9. Optimization of overall plant treatment process
10. Related work as directed by the City Engineer

Detailed design phase:

1. Coordinate with plant operators on design efforts

9-14-2021

2. Coordinate tours of other completed projects for each feature of design
3. Complete relevant surveys
4. Utility coordination
5. Provide stage 2, 3, & final plans
6. Cost Estimates at stage 3 & final.
7. Geotechnical investigations if needed
8. Non-ODOT grant preparation.
9. Participate in external technical review
10. Related work as directed by the City Engineer

Construction phase:

Support during bidding for bids:

1. Request for information support
2. Attend pre-construction meetings, up to four
3. Construction inspection
4. City may develop bid books and handle bidding
5. Job site coordination meetings
6. Response to emergency request during construction
7. Related work as directed by the City Engineer

Total Design Project Budget: Approximately \$250,000

Source of Funding: Ohio EPA Water Pollution Control Loan Fund monies allocated for design phase

Project Schedule: Anticipated dates for construction startup/completion: Spring 2022/Spring 2024

The City may select more than one consultant from this Request for Qualifications. For example: The City may select a firm for each: design, construction oversight, and external technical reviews.

Requirements for Statements of Qualifications:

- A. Instructions for Preparing and Submitting a Statements of qualifications
 1. Provide the information requested in the Statements of Qualifications Content (Item B below), in the same order listed, in a letter signed by an officer of the firm. Do not send additional forms, resumes, brochures, or other material.
 2. Statements of qualifications shall be limited to ten (10) 8½" x 11" single sided pages plus two (2) pages for the Project Approach (Item B.5 below).
 3. Please adhere to the following requirements in preparing and binding Statements of Qualifications:

- a. Please use a minimum font size of 12-point and maintain margins of 1" on all four sides.
- b. Page numbers must be centered at the bottom of each page.
- c. Use 8½" x 11" paper only.
- d. Bind Statements of Qualifications by stapling at the upper left-hand corner only. Do not utilize any other binding system.
- e. Do not provide tabbed inserts or other features that may interfere with machine copying.
- f. Emailed PDF need have been created using optical character recognition. So the document can be searchable.

B. Statements of qualifications

1. List the types of services related to Wastewater phosphorus removal and treatment systems development or improvement for which your firm has undertaken relevant to the Mount Vernon Plant.
2. List significant subconsultants and the percentage of work to be performed by each subconsultant.
3. List the Project Manager and other key staff members, including key subconsultant staff. Include project engineers for important disciplines and staff members that will be responsible for the work, and the project responsibility of each. Address the experience of the key staff members on similar projects, and the staff qualifications relative to the selection subfactors noted.
4. Describe the capacity of your staff and their ability to perform the work in a timely manner, relative to present workload, and the availability of the assigned staff.
5. Provide a description of your Project Approach, not to exceed two pages. Confirm that the firm has visited the site and address your firm's: 1) Technical approach; 2) Understanding of the project; 3) Qualifications for the project; 4) Knowledge and experience concerning relevant EPA and local standards, procedures and guidance documents; 5) Innovative ideas; 6) Project specific plan for ensuring increased quality, reduced project delivery time and reduced project costs.

Items 1 thru 4 must be included within the 10-page body of the Statement of Qualifications. Remaining space within the ten (10) pages may be utilized to provide personnel resumes or additional information concerning general qualifications.

Communication Restrictions:

Please note the following policy concerning communication between Consultants and the City of Mount Vernon during the announcement and selection process: During the time period between advertisement and the announcement of final consultant selection, communication with consultants (or their agents) shall be limited as follows:

Communications which are strictly prohibited:

9-14-2021

Any discussions or marketing activities related to this specific project.

Allowable communications include:

Technical or scope of services questions specific to the project or RFQ requirements. All questions are to be submitted via email to engineer@mountvernonohio.org or by phone.

Each consultant is allowed up to three “just checking in” phone calls or emails between the submittal deadline and the contract award.

Exhibit A:

