

***CENTRAL WEBER SEWER IMPROVEMENT DISTRICT
WEBER RIVER CROSSING PROJECT
REQUEST FOR STATEMENT OF QUALIFICATIONS***

The Central Weber Sewer Improvement District (District) desires to retain the services of an engineering design firm to design a replacement of its Weber River crossing trunkline. A **mandatory** site-walk will be held at 10:00 a.m. on Thursday, February 22, 2024. Statements of Qualifications must be submitted no later than **10:00 a.m. on Tuesday, March 5, 2024** to:

James Dixon, Technical Director
Central Weber Sewer Improvement District
2618 West Pioneer Road
Ogden, Utah 84404
Phone: 801-731-3011.

Submission of statements via electronic mail must be submitted to jamesd@centralweber.com and receipt must be verified by response prior to the submission deadline. Statements must meet all the requirements listed below to be considered responsive. The District anticipates making a selection in March 2024.

Background Information

The District owns and operates a wastewater treatment plant and approximately 56 miles of associated collection system. The District constructed a river crossing to one of its pump stations over 20 years ago and recently completed a partial inspection of the crossing in 2024. In the inspection, it was found that the pipeline under the river was damaged and would require relocation and replacement. The total length of pipe to be relocated is may be up to approximately 600 ft of existing 48" HDPE trunkline in Marriott Slaterville. Records of the previous crossing indicate that automobiles or large rocks were used to prevent erosion and made boring difficult. It is anticipated that similar conditions will exist at the new crossing. Figure 1 shows the approximate alignment of the existing pipeline.

Scope of Work

The engineering design firm or team (Engineer) will perform evaluations and develop the anticipated deliverables stated below. The following narrative is the District's understanding of

the necessary work to develop these plans. The Engineer should develop and propose a detailed project approach for the District's consideration. It is anticipated that design and bidding will be completed by Summer 2024 and that construction will begin in Fall 2024.

1. **Data Gathering** - The Engineer will gather data to support the design. The District will make available to the engineer historical data including: flow metering data, CCTV data, and other condition assessment observations as available. All other data needs must be procured by the Engineer and included in the Engineer's scope of work. This task should include a record drawing review, a master plan review, an on-site visit, a title search and easement review, geotechnical site evaluation, and utility locations.
2. **Stakeholder Outreach** – The Engineer will provide services to coordinate with stakeholders on the project. This task should include discussions with stakeholders regarding project requirements.
3. **Project Design Recommendations** – Develop or refine the existing project from the Master Plan. Provide a recommendation for project implementation timeframes within the planning window. Estimate construction costs for the project. Recommendations should include preliminary options for design, construction, routing, and constructability.
4. **Design** – Provide submittals for 30%, 75%, and 100% design documents. Submittal documents will include the following:
 - a. 30% Design – design drawings, list of specifications, and cost estimate.
 - b. 75% Design – design drawings, draft technical and non-technical (front-end) specifications, and cost estimate.
 - c. 100% Design – final design drawings, final technical and non-technical (front-end) specifications, and final cost estimate.
5. **Bid Services** – The Engineer will provide engineering services during bidding. This will include development of Bid Documents, Contractor Prequalification, Pre-Bid Meetings and Site Visits, Addenda, and Conformed Documents.
6. **Construction Management Services** – The Engineer should include construction management services in the Statement of Qualifications, however, the District reserves the right to negotiate this portion of the contract following the completion of the engineering design.

The above outline is a brief summary of the intended Scope of Work. Once a consultant is selected the Owner will jointly work with the selected consultant to determine the final scope of

work and costs. Tasks and Task items may be added and/or removed at the time of contract negotiations.

Anticipated Project Deliverables

The anticipated deliverable is a CWSID Weber River Crossing Replacement Design. Cost estimates and bid documents shall be provided as indicated in the Scope of Work.

Statement of Qualifications Request

The engineering firms will be ranked based on qualifications. A detailed scope of work for the project will be developed and a contract including a not to exceed value will be negotiated with the highest ranked engineering firm. If a contract cannot be negotiated, then the District may choose to negotiate with the next highest ranking firm.

A responsive Statement shall include the following information limited to a total of twelve (12) pages, not including the resumes or example contract:

1. Introductory Letter – (1 page).
2. Organizational Structure of Proposed Staff – (2 pages).
 - a. Include in the Statement the organizational structure of the project team. Include the working location (home base) of Project Manager, Project Engineer and key team members including sub-consultants.
 - b. Include in the APPENDIX resumes for Project Manager, Project Engineer and key team members. Each resume shall not exceed one (1) page and total no more than ten (10) pages of resumes.
3. Project Approach - Proposal for accomplishing the scope of work. Including a narrative description of the approach including at a minimum: any proposed data gathering activities such as flow monitoring, proposed stakeholder outreach, proposed modeling tools, a proposed project schedule, proposed list of interim deliverables, and a list of the proposed site visits and meetings – (5 Pages).
4. Statement of qualifications – (2 pages).
5. A brief description of at least three successful projects in the past five years of similar scope including client references and contact information. At least one of these projects should include work within U.S. Army Corps of Engineers permitted waterways. – (2 pages).

Statements of Qualification will be ranked by the selection committee based on the following criteria: experience and work history, management and individual staff, project schedule and approach, qualifications, licenses, certifications, ratings, basic information about the firm, financial standing, and other pertinent information.

The District may request an interview from any or all of the submitting firms prior to final selection. Interviews will be conducted at the District offices and, at a minimum, the Project Engineer and Project Manager will be requested to attend.

The District reserves the right to accept or reject any or all Statements, any part of any Statement, or to waive any informality in any Statement, as is in the best interest of the District.

The District may require up to ninety (90) days after opening the Statements to award the work.

Any questions or requests for clarification related to the Request for Statement of Qualifications should be submitted in writing to jamesd@centralweber.com before Thursday February 29th.

Figure 1: Existing Weber River Crossing Pipeline Alignment

