



City of Sandusky, Ohio

Pier Track Pump Station

And

Farwell Pump Station Improvements

Request for Qualifications

Response Due Date: June 30, 2017, 10:00 AM

The City invites qualified professional planning and design firms to submit qualifications to undertake the Pier Track Pump Station and Farwell Pump Station Improvements. Qualification packages are due no later than 10:00 AM on June 30, 2017.

Estimated Design Budget: \$250,000 for both pump stations

Estimated Construction Budget: \$1,800,000 for both pump stations. Construction scheduled to be completed in 2018.

Scope of Services- Pier Track Pump Station Improvements

The City of Sandusky operates a sewer pump station along the eastern side of Cedar Point Road between Cleveland Road and First Street in the eastern area of the City known as the Pier Track Pump Station.

The Pier Track Pump Station was built in the late 1950's. The last major improvement that was completed on the station was in 1982 which included replacing one of the three existing pumps with a new Fairbanks Morse pump and electrical improvements.

With guidance from city staff, the consultant will analyze, plan and design all improvements and equipment required to replace all three existing pumps including a new generator.

The scope of services will include the following components:

- Review previous analyses and inspections
- Propose and analyze existing conditions of the station, including but not limited to electrical, mechanical, structural, SCADA system, existing piping
- Provide construction schedule and cost estimates
- Provide schedule for future improvements not immediately required, if any
- Develop construction drawings and specifications including applicable permits such as EPA and building permits
- Ability to provide some construction oversight, as needed (under separate contract)
- Provide alternate designs after reviewing the City's General Plan for Wastewater Improvements and Disinfection General Plan

Final deliverables will be discussed during the Scope of Services negotiations with the selected firm. Existing construction plans and site information will be provided once a consultant has been selected.

The selected firm must develop and adhere to a design schedule with the construction drawings, specifications, permits and Engineer's Estimate in order for construction to be completed in 2018.

Scope of Services- Farwell Pump Station Improvements

The City of Sandusky operates a sewer pump station along Farwell Street between Second and First Streets.

The original Farwell Pump Station was built in the late 1950's. The last major improvement to the original station was completed on the station was in 1982 which included replacing one of the four existing pumps with a new Fairbanks Morse pump and electrical improvements. This work was done at the same time as the Pier Track work. In 2015, the City of Sandusky began a construction contract with Underground Utilities, Inc. for the East End Sewer Improvement Project which included the new Farwell Supplemental Pump Station that is located adjacent to the original pump station. The Supplemental Pump Station increases the capacity of the overall lift station during high flows. The new generator installed with the Supplemental Pump Station Project was sized to handle both generator needs of the existing older station and the new Supplemental station. No improvements were done in 2015 on the older existing portion of the station.

With guidance from city staff, the consultant will analyze, plan and design all improvements and equipment required to replace all four existing pumps including the items listed below.

The scope of services will include the following components at the original Farwell Pump Station:

- Review previous analyses and inspections
- Propose and analyze existing conditions of the station, including but not limited to electrical, mechanical, structural, SCADA system, existing piping
- Provide construction schedule and cost estimates
- Develop construction drawings and specifications including applicable permits such as EPA and building permits
- Ability to provide some construction oversight, as needed (under separate contract)

Final deliverables will be discussed during the Scope of Services negotiations with the selected firm. Existing construction plans and site information will be provided once a consultant has been selected. The selected firm must develop and adhere to a design schedule with the construction drawings, specifications permits and Engineer's Estimate in order for construction to be completed in 2018. The City reserves to award the design projects to one consultant or split the projects and award to separate design consultants.

Please include with the qualification packet:

- Experience of firm and personnel assigned to this project that will uniquely qualify your firm to complete this work, including résumés and locations of key project team members (max. 8 pages)
- Description of the firm's overall understanding of the project and recommended scope of services to accomplish the stated goals. (max. 2 pages)
- A project management schedule showing all milestones and completion dates based on "Schedule of Activities" (max. 2 pages)
- Project staffing plan (max. 1 page)

- References (max. 1 page)

The City of Sandusky will form a Selection Committee comprised of city staff to review Qualifications. The Selection Committee will evaluate and select the most qualified consultant. **Competitive price selection will not be utilized under the selection process.** The City reserves the right to hire one consultant for a combined project for both lift stations, to hire one consultant for two separate projects or to hire two separate consultants for separate projects.

The following criteria will be used in the consultant selection process:

- Strength of project manager and strength/experience of key team members and proposed subcontracted firms' key personnel
- Past performance and experience with projects of similar scope and size, including experience with facilitating dynamic community engagement and outreach process
- Demonstrated understanding of issues facing the City and region
- Innovative project approach, which includes all listed items in the Scope of Work
- Project schedule
- Location of key staff

Based on the qualifications submitted, the City of Sandusky may conduct interviews of firms that best demonstrate an understanding of the City's objectives and that adequately addressed all elements of the RFQ. Whether interviews are performed or not, the City shall enter into contract negotiations with the preferred firm to determine the final scope of services and project budget. If negotiations fail, the City shall enter into negotiations with the second highest ranked firm. This process shall continue until a contract is successfully negotiated or the City determines to issue a second RFQ. The contract must be approved by Sandusky City Commission.

All qualifications shall be considered without regard to race, color, religion, sex, national origin, citizenship, age, mental or physical disabilities, veteran/reserve/national guard or any other similarly protected status.

One original qualification packet and one electronic copy on CD or via email in PDF or MS-Word format shall be submitted by June 30, 2017, at 10:00 AM to:

Aaron M. Klein, P.E.
Director of Public Works
222 Meigs Street
Sandusky, Ohio 44870

If under 10MB, the requested electronic copy can be emailed to Megan Stookey (mstookey@ci.sandusky.oh.us). Call (419) 627-5829 with questions.

Sandusky Register: June 14, 2017 & June 21, 2017



**Evaluation Form
City of Sandusky**

**Pier Track Pump Station And
Farwell Pump Station Improvements**

Name of Firm:

Name of Evaluator:

	Criteria	Points	Score
1	Strength of project manager and strength/experience of key team members and proposed subcontracted firms key personnel	25	
2	Past performance and experience with projects of similar scope and size	25	
3	Demonstrated understanding of the project	10	
4	Innovative project approach, which includes all listed items in the Scope of Work	25	
5	Project Schedule	5	
6	Location of key staff	10	