CITY OF FOLSOM
DEPARTMENT OF ENVIRONMENTAL AND WATER RESOURCES

REQUEST FOR STATEMENT OF QUALIFICATIONS
FOR
DESIGN-BUILD ENTITY
FOR THE

Water Treatment Plant Solids Handling Improvement Project

ISSUED DATE
February 28, 2014

Deliver Statement of Qualifications to:
City of Folsom
50 Natoma Street
Folsom, CA 95630
Attention: Todd Eising
Utilities Section Manager

SOQ due: Friday, March 28, 2014, 2:00 pm, local time
Envelopes must be sealed, plainly marked: “SOQ – D-B Entity for the WTP Solids Handling Improvement Project”, sent to the attention of the Todd Eising, and include the name and address of the proposer. Respondents must submit five (5) sets of the SOQ to the City Clerk’s Office. The City of Folsom reserves the right to reject any or all SOQs.

Please email any questions regarding this project or RFQ to:
Todd Eising, teising@folsom.ca.us

This document will be available for download on March 3, 2014 via: www.folsom.ca.us
1 Introduction

1.1 Overview
The City of Folsom (hereon also referred to as “City”) is inviting interested Design-Build entities, licensed as Class A General Engineering Contractor to perform work in California, to submit a Statement of Qualifications (SOQ) for the purpose of pre-qualifying as prospective Design-Build proposers for the City of Folsom Water Treatment Plant (WTP) Solids Handling Improvement Project (hereon also referred to as “Project”). This Request for Qualifications (RFQ) is the first of a two-step procurement process to select a Design-Builder Entity for the project described herein. The City intends to select up to four top rated Entities to receive an Alternative Delivery Request for Proposal.

Through this RFQ, the City is seeking qualifications from Design-Build Entity teams with extensive qualifications and experience in the delivery of water or wastewater systems including engineering, permitting, process design, construction, start-up and commissioning of these systems.

1.2 Background
The City of Folsom is located along the American River approximately 22 miles west of Sacramento, California. The City was incorporated in 1946, and today encompasses 24 square miles and includes 72,000 residents.

The City of Folsom owns and operates the WTP and the water distribution system which supplies treated drinking water to the City of Folsom service area. The WTP is located at:

194 Randall Drive
Folsom, CA 95630

The WTP is designed to produce 50 million gallon per day (mgd) of treated drinking water. The water source is Folsom Lake which is located approximately 1 mile north of the treatment plant. The treatment processes include rapid mix, pretreatment (parallel operation of conventional flocculation and sedimentation basin, and Actiflo high rate clarification), a conventional sand/anthracite dual media filter, chlorine contact tank, corrosion and pH control, multi-point chlorine disinfection, Reclaimed Backwash (RBW) basin and solids handling facilities (sedimentation basins and sludge lagoons).

Residual sludge produced from treatment processes is currently sent to Sedimentation Basins 1 through 4 as follows: Blowdown from the Actiflo clarification system discharges to Sedimentation Basins 1 and 2, and backwash from the dual media filters discharges to Sedimentation Basins 1 through 4.

Settled solids from sedimentation basins are discharged to sludge Lagoon No. 1 through 3. Filter to waste and supernatant from Sedimentation Basins 1 through 4 and the sludge lagoons flows to the Recovery Backwash (RBW) Basin. Settled solids in the RBW Basins are periodically discharged back to the sludge lagoons.

Historically, the City has employed a contractor to periodically remove, dewater and dispose residuals from the sludge lagoons. In an attempt to save costs, the City implemented a plan in 2012 to convert the sludge lagoons to sludge drying beds.
In 2012, the City began to turn over the solids in one of the converted drying beds. A few weeks later, the WTP received odor complaints from residents adjacent to the WTP. To mitigate the odors, the City again capped the lagoons with a layer of water and contracted with HDR Engineering to perform an investigation as to the possible causes of, and possible mitigation for the odors. HDR recommended that conversion of the lagoons to drying beds not be implemented and that options for mechanical dewatering the sludge be evaluated. HDR recommended that the City construct a residual sludge dewatering facility using screw press technology.

The City of Folsom adopted Ordinance 1181, Alternative Delivery Methods for Awarding Public Works Projects on September 10, 2013. This project is to be contracted per this ordinance.

1.3 Summary of Solids Handling Problems

The City has identified the following solids handling problems at the WTP that shall be addressed by this project:

- The front end of the flocculation basins in Sedimentation Basins No. 1 thru 4 are full of sludge, including micro sand entrained in the Actiflo blowdown and sludge from filter backwashing. Basins 1 and 2 contain more microsand than do basins 3 and 4. Currently there is no way to remove the sludge/sand accumulated in the flocculation basins. The sludge is deposited at the intake of the basins with no way to get to the sludge collector chains.

- Settled solids from the sedimentation basins are weekly discharged to sludge lagoons at approximate solids concentration of 0.1 to 0.3 percent. Discharging higher concentrations is not possible because the sludge collector chains are not capable of raking the solids down to sludge hopper, if the solids are allowed to thicken to more than 0.3 percent.

- The RBW basin has two cells separated by a center berm with the intention to operate one cell when other one is out of service. However the existing piping and controls do not allow for isolating one cell from the other. The project should provide the ability to isolate one cell at a time and to remove solids from the RBW basins on a regular basis and have it processed by the new dewatering facility.

- Settled solids from sedimentation basins are currently discharged to Sludge Lagoons No. 1 to 3. Currently there is no permanent process for dewatering and disposing of the sludge.

- The sludge currently stored in the lagoons is nearly two years old and with a solids concentration of 3 to 5 percent. The lagoons are being kept capped with minimum 6-inch water cap to minimize odor emission to atmosphere. The City is currently taking necessary actions to discharge aged sludge to SRCSD sewer system under a temporary discharge permit and empty the lagoons as an interim plan until the dewatering facility comes online.

1.4 Project Description

The goal of the proposed project is to design and construct a permanent residual sludge dewatering facility that addresses the issues defined above in accordance with the instructions provided in a to be advertised Design Build Request for Proposal (DB RFP). The DB RFP will include a basis of design report that will include basic project design criteria and limitations. The Design Build Entity will be responsible
for all designing, permitting, construction, public communication during construction and initial operational testing of this proposed project in accordance with the instructions provided in the to be issued DB RFP. The project shall include following components:

1. Remove sand/sludge accumulation in existing Sedimentation Basins No. 1 thru 4, and modify the basins to improve solids management and to prevent sand/sludge accumulation in future. Removing sand/sludge or modification to Basins No. 1 thru 4 should not create any off site odor issues.
2. Modify RBW basin, piping and controls to allow operators the flexibility to isolate the two cells and regularly remove accumulated solids.
3. Construct a residual sludge dewatering facility to meet following requirements:
   a. Design sludge production (Dry solids Basis):
      i. Annual average 1,380 lb/day
      ii. Minimum 700 lb/day
      iii. Max month 2,100 lb/day
   b. Assume a solids concentration of settled sludge from the sedimentation basins of approximately 0.1 to 0.3 percent.
   c. The system shall be designed such that operating hours are limited to 6 hours per day/4 days a week assuming annual average sludge production.
   d. Sludge thickening and storage shall be provided to produce thickened solids of 2 to 4 percent TSS and a storage volume of at least three days. Options may include dedicated thickeners or use of one of the lined sludge lagoons with an automated thickened sludge removal system.
   e. Design and construct dewatering facility including:
      i. One homogenization tank
      ii. One screw press unit
      iii. Auxiliary systems, polymer system, flocculation tank, piping and controls to make dewatering facility fully operational.
      iv. Integration of the dewatering facility into the WTP SCADA system.
      v. A shade canopy to cover the screw press and the area where the operator’s attendance is required.
      vi. Spare parts for frequently repaired or replaced items per the manufacturer’s recommendation.
   f. Sludge Lagoons No. 1, 2 or 3 shall be used as emergency sludge storage if needed.
   g. Polymers and other additives shall be National Sanitation Foundation (NSF) approved.
   h. Operation from of sludge lagoons and dewatering facility shall be odor free..
   i. No or minimal noise development from dewatering facility due to proximity of residences surrounding the WTP (noise level shall be less than 45 dB at the treatment plant property line). DB entity shall provide sound walls if necessary for noise mitigation.
   j. Require minimal operator’s attendance.
k. Flexibility to discharge filtrate (screw press effluent) to a sludge lagoon, RBW basin or to the Sacramento Regional County Sanitation District (SRCSD) sewer.
l. Discharge cake to storage bin which will be periodically hauled to landfill for cake disposal.

1.5 Tentative Project Schedule
The City’s schedule for the project is as outlined in the following table. The schedule below is a best estimate by the City for the project. The City is not bound to this schedule, however best efforts will be made by all parties to conform to it.

<table>
<thead>
<tr>
<th>Activity or Task</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Issue RFQ</td>
<td>February 28, 2014</td>
</tr>
<tr>
<td>Site Visit for RFQ</td>
<td>March 13, 2014</td>
</tr>
<tr>
<td>Deadline for RFIs</td>
<td>March 20, 2014</td>
</tr>
<tr>
<td>SOQ Due</td>
<td>March 28, 2014</td>
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<tr>
<td>Announce Shortlist</td>
<td>April 4, 2014</td>
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<tr>
<td>RFP Issued</td>
<td>April 4, 2014</td>
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<tr>
<td>RFP Due</td>
<td>June 11, 2014</td>
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<tr>
<td>Interviews</td>
<td>June 17, 2014</td>
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<tr>
<td>City Council Award</td>
<td>June 24, 2014</td>
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<tr>
<td>Substantial Completion</td>
<td>TBD</td>
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</tbody>
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1.6 Contact Person
Any questions relating to this RFQ should be directed to the following person:

Todd Eising, P.E.
Utilities Section Manager
City of Folsom
50 Natoma Street
Folsom, CA 95630
Contact No.: (916) 351.3502
teising@folsom.ca.us
1.7 Reference Documentation
As part of the proposals, the short listed Design-Build Entities will be required to develop preliminary plans (that describe the proposed project being priced), preliminary specifications and a design narrative that completely describes the design based on the RFP and the following background documents:

2. “Summary of Laboratory Results and Inquiries with Other Water Treatment Plants, Solids Odor Control Study” by HDR Inc., dated February 22, 2013.
4. Drawings for the City of Folsom Water Treatment Plant:
5. Screw Press Pilot Test Results

Interested short-listed parties can request a documentation package by contacting Todd Eising after the (RFP is issued).

2 Design-Build Entity

2.1 General
The City intends to contract with a single Design-Build Entity that will serve as the contracting party and provide single-entity responsibility for the Solids Handling Improvement Project and associated modifications to existing processes necessary for a fully operational dewatering facility. Respondents shall clearly indicate the legal nature of the Design-Build Entity (partnership, corporation or joint venture), any other Participating Entities or Key Subcontractors, and if a joint venture which partner will manage each phase of the project

2.1.1 Scope of Services
The Design-Build Entity shall provide the City with the following integrated design-build services:

2.1.1.1 Professional Services
Management
- Project Management of Design-Build Entity work activities from design and permitting, through construction and commissioning, and initial operation period.
- Coordination of Design-Build Entity work activities with the City

Design
- Full design services of the Solids Handling Improvement Project (Residual Sludge Dewatering Facility) including interfaces with existing facilities
- Design services should include phasing of construction to assure that plant operations are not compromised.
- Support the City’s design review process including attending design review meetings and resolving review comments to the satisfaction of the City.
Construction Services

- Construction of the Project, including the modification to sedimentation basins and backwash recovery basin, new residual sludge dewatering facility, connections and other facilities.
- Compliance with Federal, State, City and industry construction codes standards and regulations, as well as Project-specific standards and protocols.
- Compliance with all environmental mitigation and permitting requirements
- Completion of all required equipment and treatment facility acceptance tests
- Restoration of all areas impacted by construction activities.

Permitting

- Obtaining facility-specific building and other local permits
- Cooperation with City in mitigation monitoring required by environmental permits
- Coordinate requirements and obtain other permits

QA/QC

- Providing QC testing and special inspections by independent testing agencies to control and document the quality of construction, provide a basis for acceptance of completed work, and demonstrate compliance with regulatory requirements and building permits.
- Performing and reporting QC testing and special inspections consistent with overall Project QA/QC protocols
- Cooperate with QA oversight and supplemental QA verification testing by City.

Start-up Services

- Operation of the Residual Sludge Dewatering Facility to test, program and integrate into the existing SCADA system and commission the facility and other modifications during the Commissioning Period.
- Coordination of the Residual Sludge Dewatering Facility performance testing and operation with that of other Project components
- Maintenance and repair of the Residual Sludge Dewatering Facility.
- Replacement of the Residual Sludge Dewatering.
- Regulatory performance testing and reporting.

2.1.1.2 Allocation of Risk
The Design-Build Agreement shall include a Responsibility & Risk Matrix and term. A sample Design-Build Agreement will be provided with the RFP.

2.1.1.3 Insurance Requirements
Respondents will be required to provide insurance and bonding coverage as described in the Design-Build sample Agreement that will be provided with the RFP.

2.1.1.4 Performance Guarantees
There will be performance guarantees under the Design-Build Agreement: sludge production rate, sludge cake concentration, and solids capture rate.
2.1.1.5 **Procurement Process**
The City is pursuing a design-build agreement for the design, construction, start-up and commissioning, of the proposed residual sludge dewatering facility. The City may elect to select the Design-Build Entity from the RFQ and negotiate the Design-Build contract.

3 **Statement of Qualifications (SOQ) for a Design-Build Entity**
This document, and any future addenda, comprises the official Request for Qualifications (RFQ). The RFQ is intended to produce responses from Design Build Entities (DBE) that have experience in the design, construction, start-up and commissioning of water treatment facility solids handling systems.

Following receipt of the SOQ, the City intends to short-list Respondents by selecting up to four of the best-qualified Respondents based on the information herein. It is the intent of the City to perform interviews on June 17th, 2014. The City may not conduct interviews if it is in the best interests of the City.

**Five (5) copies of the Statement of Qualifications and one CD containing the information in PDF form shall be submitted to the City of Folsom no later than March 28, 2014 by 2:00 PM. The City reserves the right to extend the submittal due date.**

**Address the SOQ to:**

City of Folsom  
50 Natoma Street, Folsom, CA 95630  
Attention: Todd Eising, Utilities Section Manager

SOQ shall be submitted in a sealed envelope or sealed box and labeled “SOQ – D-B Entity for the WTP Solids Handling Improvement Project”. The label shall also include the Proposer’s name and address.

SOQ must be made in strict accordance with the requirements of this RFQ. Statement of Qualifications not submitted in accordance with the requirements outlined herein shall not be considered.

SOQ received after the deadline will not be considered. Regardless of the method used for delivery, DB Entities shall be wholly responsible for the timely delivery of their SOQ’s. SOQ will be reviewed immediately upon receipt for conformance with the requirements of this RFQ. Following evaluation of SOQ, the City, at its sole discretion, will have the option to determine a winning SOQ based on the submittals, or may require interviews of up to three of Proposers for final evaluation and selection. The City will not reimburse any proposing DBE for its efforts and expenditures in producing and submitting a SOQ for the Project.

The SOQ shall have no more than (30) printed pages, not including the Appendices, using 10 point font or larger for the text between the covers. Page margins shall be no less than 1” average on all sides (e.g. 1.2” on bound side and 0.8” on opposite side is acceptable), not including headers and footers. All
pages shall be printed on at least 24 lb weight paper. The use of recycled paper and double sided printing is encouraged.

3.1.1.1 Content of Statement of Qualifications
The SOQ shall address the information identified below. Additional information may be provided within the required page limit. The DBE shall provide the requested information in the order listed below.

1. **Design Build Entity** - Describe the proposed DBE. At a minimum, include the following:
   a. Is the proposed DBE an integrated Design-Build company, joint venture, partnership, etc.
   b. Indicate key firms that committed to perform the work.
   c. Indicate previous experience in working with these partners on other projects which are similar in size, scope and nature.
   d. Describe the DBE’s ability to self-perform construction work.
   e. Provide documentation that the DBE possesses licensing to perform design, construction and commissioning in the State of California. The required license for construction will be a California Contractors’ A license.
   f. Provide an organization chart of the DBE and all key firms proposed for the Project.
   g. Provide a current and future workload of your team.

2. **Proposed Project Personnel** - Identify the key personnel that are proposed to work on the Project. Provide an organization chart of the key individuals proposed for the Project. Provide resumes (in an appendix) and background information regarding their experience and what specific job responsibilities they will perform. Identify the project managers, designers and construction personnel of the DBE and committed firms. Provide information regarding previous work experience of personnel from different firms working together on projects of similar size, scope and nature.

3. **Project Approach** – Describe the DBE’s proposed approach to providing Design-Build services to the City, including how DBE will effectively complete the project on schedule.

4. **Financial Strength** - Discuss the bonding capacity and the rating of the DBE’s bonding company. Describe the insurance the DBE carries and the coverage limits. Indicate if the DBE is interested in providing short-term financing for the Project. The City may be interested in obtaining project financing from Contract Award through the Design phase of the Project or beyond. Provide a copy of the DBE’s audited financial statements for the past three fiscal years, including annual reports, income statements, balance sheets, and statements of changes in financial position. Provide a statement from DBE’s surety of its bonding limits.

5. **Experience** - Thoroughly describe three completed projects that are similar in size and nature to the City’s Project. Indicate the construction time period, primary personnel of the firm that did the work and those of the agency (for whom the work was performed. Describe any design and construction issues which were part of the project and how they were resolved. Describe budgeting, change orders and additional costs that were requested or necessary. Include contact name, address and phone number of Owner’s representative that the City may contact as a reference.
6. **Safety** – Provide a brief overview of DBE’s current safety program. For the last three years, provide the DBE’s Experience Modification Rate (EMR), Days Away, Restricted or Transferred (DART) and Total Recordable Cases (TRC) metrics as well as a description of all OSHA complaints and/or violations.

7. **Appendices** – Provide additional material to support the SOQ. Material in the appendices is outside the SOQ page count. However, Proposers are encouraged to limit the content of the appendices to concise and pertinent information only.

8. **Other Essential Elements for Qualification:**
   a. Provide a declaration that neither the DBE, nor any of its members, under its current or former name, has had a surety company complete any project within the past 5 years.
   b. Provide a declaration providing detail for the past five years concerning all of the following:
      i. Civil, criminal, or administrative violations of the Occupational Safety and Health Act against the DBE and/or any of its members.
      ii. Civil, criminal, or administrative violations of the Contractors’ State License Law against the DBE and/or any of its members.
      iii. Conviction of or any written accusations by a government entity of the DBE and/or any of its members for submitting a false or fraudulent claim to a public agency.
      iv. Civil, criminal, or administrative violations of federal or state law governing the payment of wages, benefits, or personal income tax withholding, or of Federal Insurance Contribution Act (FICA) withholding requirements, state disability insurance withholding requirements, or unemployment insurance payment requirements against the DBE and/or any of its members. For purposes of this subsection, only violations by the DBE and/or its members, as an employer, shall be deemed applicable, unless it is shown that the DBE and/or its member(s), as an employer, had knowledge of a subcontractor’s violation or failed to comply with the conditions set forth in Section 1775(b) of the State Labor Code.
      v. Civil, criminal, or administrative violations of federal or state law against the DBE and/or any of its members governing equal opportunity employment, contracting or subcontracting.
      vi. Disbarment, disqualification, or removal from a federal, state or local government public works project.
      vii. Bankruptcy or receivership of the DBE and/or any of its members.
      viii. All settled adverse claims, disputes or lawsuits between the owner of a public works project and the DBE and/or any of its members in which the claim, settlement or judgment exceeds fifty thousand dollars ($50,000).
c. Provide a declaration that the DBE will comply with all other provisions of law applicable to the project.

d. The declarations referenced above shall be in a single declaration and shall state that reasonable diligence has been used in its preparation and that it is true and complete to the best of the signer’s knowledge, under penalty of perjury under the laws of the State of California.

3.1.2 Changes to RFQ
The City reserves the right, when considered necessary or appropriate, to respond to questions or to modify this RFQ. Such responses or modifications, if any, shall be in the form of formal written Addenda, which shall be provided by U.S. mail, facsimile, or e-mail, in the City’s sole discretion, to those parties recorded by the City as having received a copy of this RFQ. Applicants receiving this RFQ from a source other than directly from the City are responsible for notifying the City that they are in receipt of the RFQ, and for providing complete contact information to the City for its use in the event it issues Addenda to the RFQ.

3.1.3 Additional Information
The City reserves the right to request additional information or documents from any or all DBE’s, including supplements or corrections to the RFQ.

3.1.4 Evaluation Criteria
Evaluation criteria shall include the following factors along with their relative importance.

<table>
<thead>
<tr>
<th>Evaluation Factor</th>
<th>Relative Importance (%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>DBE Organization</td>
<td>10%</td>
</tr>
<tr>
<td>Proposed Project Personnel</td>
<td>30%</td>
</tr>
<tr>
<td>Past Performance of DBE</td>
<td>30%</td>
</tr>
<tr>
<td>Project Delivery Approach</td>
<td>10%</td>
</tr>
<tr>
<td>Current and Future Workload</td>
<td>5%</td>
</tr>
<tr>
<td>Financial Strength</td>
<td>15%</td>
</tr>
<tr>
<td><strong>Total:</strong></td>
<td><strong>100%</strong></td>
</tr>
</tbody>
</table>

3.1.5 No Commitment by the City
SOQ’s submitted by DBE’s in response to this RFQ shall become the property of the City. Issuance of this RFQ does not commit the City to proceed with the solicitation process or to enter into an Agreement for the Project. The City makes no guarantee that an award of Agreement will be made as a result of this RFQ. The City reserves the right to accept or reject any or all SOQ’s, to re-solicit the SOQ’s, to waive any informalities or minor technical inconsistencies, and/or to delete any item/requirement from this RFQ, when deemed by the City, in its sole discretion, to be most advantageous to the City and in its best interests. All costs incurred in the preparation of an SOQ in response to this SOQ shall be borne exclusively by the DBE, without reimbursement by the City.
3.1.6 **Reservation of Rights by City**

The City may investigate the qualifications of any DBE under consideration, may require confirmation of information furnished by a DBE, and may require additional evidence of qualifications to perform the scope of work described in this RFQ.

3.1.7 **Questions**

Questions related to the RFQ and response to the RFQ shall be submitted in writing to:

City of Folsom  
50 Natoma Street, Folsom, CA 95630  
Attention: Todd Eising, Utilities Section Manager  
[teising@folsom.ca.us](mailto:teising@folsom.ca.us)