City of Portsmouth Portsmouth, New Hampshire Public Works Department RFQ #15-13 REOUEST FOR OUALIFICATIONS

ENGINEERING SERVICES PEASE WASTEWATER TREATMENT FACILITY EVALUATION

INVITATION

Sealed Statement of Qualifications (SOQ), plainly marked "RFQ #15-13, Pease Wastewater Treatment Facility Evaluation – Statement of Qualifications" on the outside of the mailing envelope, addressed to the Finance/Purchasing Department, City Hall, 1 Junkins Avenue, Portsmouth, NH 03801 will be accepted until **2:00 pm on December 13, 2012.** In a separate sealed envelope within the SOQ envelope, enclose a cost proposal for the proposed scope of work, plainly marked "RFQ #15-13, Pease Wastewater Treatment Facility Evaluation – Cost Proposal".

The RFQ can be found on the City's website at http://www.cityofportsmouth.com/finance/purchasing.htm.

MANDATORY PRE-PROPOSAL MEETING

There will be a mandatory pre-proposal meeting on Tuesday, November 20, 2012 at 2:00 p.m. at the Pease WWTF on Corporate Drive. All firms will have an opportunity to ask questions at this meeting.

FUNDING

This effort will be funded by wastewater enterprise revenues.

PROJECT BACKGROUND/PURPOSE

The City of Portsmouth is a regional provider of wastewater collection and treatment services to the City of Portsmouth, Town of New Castle and portions of the Towns of Greenland and Rye. The City has two wastewater treatment facilities (WWTF), the 4.8 MGD wet weather Peirce Island WWTF and the 1.2 MGD Pease International Tradeport WWTF. The Peirce Island WWTF services downtown Portsmouth and the client communities. The Pease International Tradeport WWTF serves the collection system for the Pease International Tradeport.

The Pease International Tradeport area was at one time the Pease Air Force base. The Air Force base was repurposed for commercial and industrial use in the 1990's. Parts of the original air force base were maintained and are still used by the NH Air National Guard. Zoning on Pease includes airport, airport industrial, industrial, business/industrial, natural resource protection and NH Air National Guard. There are number of large commercial/industrial facilities that contribute significant flow the WWTF including Lonza Biologics, Inc. and Craft Brew Alliance

(Redhook Ale Brewery). The overall make-up of wastewater flow is commercial/industrial in nature.

The Pease WWTF was originally constructed in the 1950's for the Pease Air Force Base. The WWTF was turned over to City ownership and for operation and maintenance through the authority of the Pease Development Authority in the 1990's. Since then the WWTF has been operated and maintained by the City. The collection system consists of approximately 11 miles of gravity sewer pipe. There is one pumping station within the collection system (Corporate Drive Pumping Station).

The original WWTF process included preliminary treatment (headworks including screening and aerated grit removal), raw sewage lift pumps, primary clarification, intermediate lift pumps, secondary trickling filters, secondary clarification, disinfection and discharge via an open pipe outfall to the Piscataqua River. The outfall is shared with the Town of Newington WWTF. Sludge management included primary and secondary digestion and sludge drying beds. The WWTF underwent a major upgraded in 1997. Improvements consisted of preliminary treatment headworks modifications including replacement of the bar screen with channel grinder and addition of a headworks superstructure; primary clarifier drive replacement and effluent launder covers; decommissioning of the trickling filters and construction of new sequencing batch reactors for secondary treatment; conversion of the secondary clarifiers to equalization basins; and conversion of one anaerobic digestion tank to a sludge storage tank. This upgrade also included the addition of a new laboratory/administration building, standby generator, gravity belt press for sludge dewatering and other miscellaneous improvements. The outfall was upgraded in 2000 with the addition of multiport diffusers. A septage receiving station including receiving equipment, and storage tanks were added in 2005.

The current WWTF process stream consists of preliminary treatment (headworks including screening and aerated grit removal), raw sewage lift pumps, primary clarification, intermediate lift pumps, secondary treatment and clarification with sequencing batch reactors, equalization, disinfection with chlorine, dechlorination and discharge via the multi-port diffuser outfall to the Piscataqua River. Ammonium hydroxide is added to the secondary effluent prior to chlorination as a temporary measure to resolve disinfection interferences. Sludge management includes sludge storage, dewatering by belt filter press and disposal at the Turnkey landfill in Rochester, New Hampshire. The WWTF was designed to handle an average day flow of 1.2 MGD, maximum day flow of 3.345 MGD and peak flow of 4.0 MGD. Design loadings were as follows: average day loads of 2,907 lb/d for BOD₅ 2,907 lb/d for TSS, and 364 lb/d for TKN and maximum day loads of 5,467 lb/d for BOD₅ 5,467 lb/d for TSS, and 829 lb/d for TKN. See attached process flow diagram, process design data and mass balance. Note the process design data and mass blance were completed prior to the septage upgrade.

Most of the major components of the original WWTF have been upgraded. However, there remain a number of original systems and components that remain and are in need of repair or replacement. Some systems and equipment upgraded in 1997 have exceeded their useful lifespan and are in need of repair or replacement. As part of this study, systems and equipment in need of repair or replacement will be identified and an estimate of cost developed for use in capital expense planning.

The Pease WWTF NPDES permit expired in 2005. The WWTF continues to operate under the conditions of the 2005 permit until a new permit is issued. The proposed permit limits are not known, but may include nutrient removal.

The City began an extensive Wastewater Master Plan (WWMP) process in 2008 in response to a Consent Decree by the US Environmental Protection Agency. As part of the WWMP process, a number of alternative collection and treatment layout concepts were developed. Many of these scenarios included improvements at Peirce Island and at the Pease WWTF. A number of developments since the submittal of the Final Supplement to the Draft Wastewater Master Plan/Long Term Control Plan have made it necessary to reconsider potential flow and load scenarios at the Pease WWTF. As part of this study, the selected consultant will be asked to consider different flow and load scenarios for the Pease WWTF at the direction of the City. The study will require consideration for different treatment levels for nitrogen including a potential permit level for monthly average total nitrogen removal to less than 8 milligrams per liter (mg/L) and 3 mg/L.

In addition, there are existing clients within the Pease International Tradeport that have requested increased flow and load capacity to meet changes in manufacturing requirements. The selected consultant will be asked to consider these requested flows and load scenarios in the study. A piloting firm will be procured under separate contract with the City to perform treatability studies related to the proposed request(s). The selected firm is expected to work with the piloting firm to develop necessary upgrades to be able to treat current and future loads.

The goals of this project include, but are not limited to, the following:

- Complete a detailed review of the existing structures, equipment, processes and systems
- Perform an engineering analysis of the existing structures, equipment, processes and systems regarding their condition, efficiency, energy use, sustainability, and capacity to meet current and proposed treatment conditions
- Perform flow and load scenarios based on buildout projections, flow shedding scenarios and client requests for capacity
- Develop a long term capital improvement plan for the Pease WWTF
- Provide the City with a comprehensive planning document to use for its capital planning needs

SCOPE OF WORK

The City anticipates the scope of work will be comprehensive and include all tasks necessary to provide a long term capital improvement plan that can be used for planning purposes. The scope of work is anticipated to include, but not be limited to, the following:

1. Data Gathering and Review: The selected consultant will request historical information necessary to understand the historical progression of improvements and the current condition of the WWTF. If available, requested information will be provided by the City. If information deemed necessary cannot be provided by the City, the consultant will obtain information from site visits or through survey(s), inspections, or other means acceptable to the City. This work will include a condition assessment of the existing

facilities, equipment and ancillary systems. The City will facilitate data collection from clients and the Pease Development Authority as necessary.

- 2. Engineering Analyses: Engineering analyses should include evaluations necessary for development of the improvement plan. The City and the consultant will collectively select the flow and load alternative scenarios to be evaluated. All evaluations will be performed for total nitrogen treatment levels to less than 8 mg/L and 3 mg/L. Consultant will be required to develop flow and loads associated with the selected scenarios. In addition to the flow and load scenarios, it is anticipated evaluations will include a condition assessment of facilities, equipment, processes, and all supporting systems and unit process evaluation. City and consultant will selected a single scenario for which the unit process analyses will be performed.
- 3. Report Development: Recommended improvements will be summarized in a concise report. The report should include a prioritized list of recommended improvement projects, associated cost estimates, and implementation schedule. All cost estimates shall be total project costs at a planning level accuracy with construction cost, engineering and construction contingencies clearly broken down and with reference to the correct ENR cost index at the time of estimate development. At a minimum, a draft report will be submitted for the City's review and comment. The final report will incorporate or address all City comments.
- 4. Project Meetings: The selected consultant will support their efforts through meeting with City staff and other stakeholders as necessary. At a minimum, the following meetings should be included in the scope of work: project kickoff meeting; data gathering site visit; technical work sessions (2); draft report presentation to DPW staff; draft report presentation to City Council; and final report presentation.

The final scope of work will be negotiated with the selected consultant prior to execution of a contract.

AVAILABLE INFORMATION

The following information will be made available to the consultant(s) for the purpose of developing the Statement of Qualifications (SOQ):

- Drawings entitled "Pease Development Authority, Pease International Tradeport, Portsmouth, NH, Record Drawings, Wastewater Treatment Plant Improvement Program", Underwood Engineers, Inc., Portsmouth, NH, November 20, 1997
- Selected drawings from plan set entitled "City of Portsmouth, New Hampshire, Record Drawings, Portsmouth Wastewater Facilities Upgrade", Underwood Engineers, Inc., Portsmouth, NH, November 25, 2005

ENGAGEMENT OF THE ENGINEER

A. Required Contents of the Statement of Qualifications (SOQ)

A sealed SOQ, plainly marked "RFQ #15-13, Pease Wastewater Treatment Facility Evaluation – Statement of Qualifications" on the outside of the envelope, addressed to the Finance/Purchasing Department, City Hall, 1 Junkins Avenue, Portsmouth, NH 03801 will be accepted until 2:00 pm on December 13, 2012. Five (5) copies of the SOQ shall be submitted and include the following information:

1. Firm (team) Experience (for each firm in the team):

Describe relevant experience in each of the following primary areas of focus:

- a. Familiarity with the City of Portsmouth Wastewater Division's design and operations
- b. Flow and load projections
- b. WWTF assessments
- d. WWTF long-range planning and operational efficiency assessments

The firm's experience shall be summarized in a matrix format. In addition, detailed project descriptions of no more than five reference projects containing the majority of the focus areas listed above shall be included. The project descriptions shall be current and limited to a maximum of one full page per project, along with client references and up-to-date contact information (name, title, organization, phone, cell and email).

2. Project Team:

List each member of the proposed Project Team along with their:

- a. Firm affiliation
- b. Area of specialty
- c. Office location
- d. Total years of experience
- e. Years with current firm
- f. Specific involvement/role in projects used as references

One member of the Project Team must be assigned as the Project Manager who will act as the primary client contact and be involved in day to day management of the Project. All resumes shall be included and limited to a maximum of two pages per team member.

3. Project Understanding and Approach Level of Effort:

Provide a project understanding and project approach. The approach should include a detailed list of anticipated tasks required to complete the project.

4. Man-Hour Level of Effort:

Provide a proposed man-hour level of effort in table format coordinated with the anticipated list of tasks to complete the work. The man-hour level of effort shall be comprehensive and inclusive of the total man-hours to complete the project. Do not include any fee associated with the level of effort in the Statement of Qualifications.

In a separate sealed envelope within the SOQ envelope, enclose a cost proposal for the proposed scope of work, plainly marked "RFQ #15-13, Pease Wastewater Treatment Facility Evaluation – Cost Proposal".

B. Ranking of Qualifications

Each SOQ will be reviewed and ranked according to the following criteria:

a. Firm's experience successfully completing similar	
projects and individual Project Team member experience	Maximum of 30 points
b. References indicating successful projects of this type	Maximum of 20 points
c. Understanding and approach to project	Maximum of 40 points
d. Quality of SOQ package	Maximum of 10 points

SCHEDULE

The project is anticipated to start in January 2012 with the initial analysis to take place during the first six months of the project and a final report due within three months after. Final schedule will vary based on the negotiated scope and work tasks.

CITY ROLE

City staff will be responsible for administering the project. Representatives of the City's Public Works Department will provide input and assistance with any necessary field work and review all deliverables from the effort. The primary contact at the City will be Terry Desmarais, City Engineer Water and Sewer Divisions and he can be reached by phone at (603) 766-1421 or by email at tldesmarais@cityofportsmouth.com.

SELECTION AND CONTRACT DOCUMENT

Upon review of all responsive SOQs using the criteria outlined above, the City may select up to three (3) firms to interview. Following interviews, the Cost Proposal of the highest ranking firm will be opened and reviewed. The highest ranking firm will be invited to negotiate a final Scope of Services and fee with the City. When the contract is executed by both parties, the Consultant will be instructed to commence providing the work outlined in the contract. All information, data, documents, photos, computer records, and other materials of any kind acquired or developed by the consultant pursuant to this project shall be the property of the City of Portsmouth. If the City is unable to reach agreement with the highest ranking firm, the City may enter into negotiations with the next highest ranking firm. The City reserves the right to negotiate directly with the firm(s) selected for additional project work.

RESERVATION OF RIGHTS

The City reserves the right to undertake such investigation as it deems necessary to evaluate the qualifications of the firm and to evaluate the qualifications submitted. Firms may be requested to

execute releases for information. Failure to provide a release upon request will result in disqualification.

The City of Portsmouth reserves the right to negotiate additional work including, but not limited to, preliminary design, final design and construction engineering services.

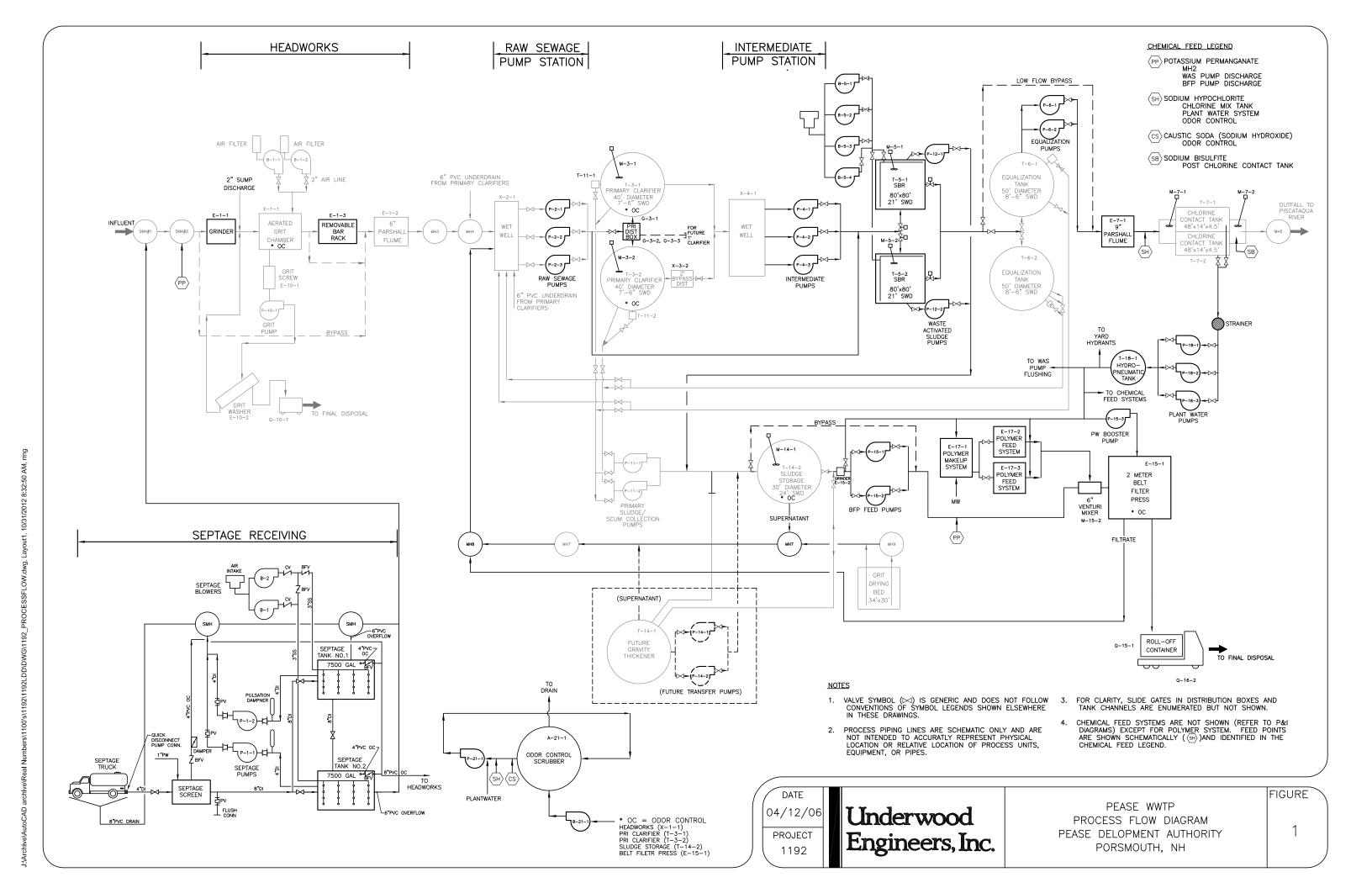
The City of Portsmouth reserves the right to reject any or all proposals, to waive technical or legal deficiencies, and to accept any proposal that it may deem to be in the best interest of the City and to negotiate the terms and conditions of any proposal leading to execution of a contract.

ADDITIONAL INFORMATION

Requests for additional information should be directed to Terry Desmarais, City Engineer at (603) 766-1421 or Peter Rice at (603) 766-1416. All questions shall be submitted by 4:30 PM on Friday, December 7, 2012. Addenda to this request for qualifications, if any, including written answers to questions, will be posted on the City of Portsmouth website at the City's web site at http://www.cityofportsmouth.com/finance/purchasing.htm under the project heading. Addenda and updates will NOT be sent directly to firms. Firms submitting qualifications should check the web site daily for addenda and updates after the release date. Firms should print out, sign and return addenda with the proposal. Failure to do so may result in disqualification.

INDEMNIFICATION AND INSURANCE REQUIREMENTS

The Contract will require the Consultant to agree to pay on behalf of and hold harmless the City of Portsmouth for all claims arising in whole or in part from its work on behalf of the City. Consultant will be required to maintain insurance in such form as will protect the Consultant from claims and liabilities for damages for bodily injury, including accidental death, and for property damage, which may arise from operations under this contract. Consultant shall also be required to maintain professional liability insurance. Amounts and coverage shall be subject to contract negotiations



DESIGN DATA SUMMARY		
Flow Average Daily Flow Maximum Daily Flow Peak Flow	1.2 MGD 3.345 MGD 4.0 MGD	
Loadings BOD5 TSS TKN	ADF 2,907 LB/D 2,907 LB/D 364 LB/D	MDF 5,467 LB/D 5,467 LB/D 829 LB/D
PRELIMINARY TREATMENT	,	
Grinder Number in Service Horsepower	1 3 Hp	
Grit Collection Number in Service Size Blower HP Type	1 10' x 10' x 8' 2 Hp Aerated	
Grit Pump Number in Service Horsepower Type	1 5 Hp Centrifugal	
Grit Classifier Number in Service Capacity Horsepower Type	1 40 gpm 1 Hp 9" diameter screv	v conveyor
Flow Measurement Type Size Capacity Level Instrumentation	Parshall flume 6" throat 0.0009 — 3.980 Ultrasonic	MGD
Raw Sewage Pumps Number in Service Number in Standby Capcity — Batch Horsepower Speed Type	2 1 1100 GPM 15 Hp Variable Centrifugal	
PRIMARY TREATMENT		
Primary Clarifiers Number in Service Number in Standby Size Detention Time @ ADF Overflow Rate @ ADF Type	2 - 40'Dia x 7'-10" S 2.8 Hrs 488 gpd/sf Column Supported	
Primary Sludge Pumps Number in Service Horsepower Speed Type	2 5 Hp 1750 rpm Plunger	
Intermediate Pumps Number in Service Number in Standby Capcity Horsepower Speed Type	2 1 1300 GPM @ 27 f 20 Hp 1050 rpm Centrifugal	eet
SECONDARY TREATMENT		
Sequencing Batch Reactors Tanks Number in Service Volume — Total Sidewater Depth @ LWL Sidewater Depth @ HWL Detention Time @ ADF MLSS @ LWL F/M Inlet Valves Number in Service Type Size Mixer Number in Service	27 Hours 4,000 mg/L 0.058 days-1 2 Motor Operated 12"	Plug
Horsepower Aeration Equipment Type SOR @ ADF Alfa F Beta Min Operating DO	30 Hp Membrane Tube D 8570 lbs/day 0.6 0.95 2.0 mg/L	
Number	(18) 50 tube rad	CK

Blowers Number in Service Number on Standby Capacity — Each Horsepower Decanter Number in Service Size Decant Valve Number in Service Type Size	3 1 1020 ICFM 75 Hp 2 10 Feet Diameter 2 Motor Operated Butters 18"
WAS Pumps Number in Service Capacity — Each Horsepower Speed Type	2 135 GPM 7-1/2 Hp 1750 rpm Double Disc
Equalization Tanks Number in Service Size Volume — Total	2 50'Dia x 8'6" SWD 250,000 gals
Equalization Pumps Number in Service Capacity — Each Horsepower Type	2 2150 gpm 14 Hp Submersible Centrifugal
DISINFECTION	
Chlorine Contact Basin Number in Service Volume — Each Sidewater Depth Detention Time @ EQ	2 25,245 gals 4'-6" 22 mins.
Chlorine and Bisulfite Mixers Number in Service Horsepower Type	1 each 1.0 Hp Top Mounted
Chlorine Storage Tanks Chemical Number of Tanks Tank Material Volume	Sodium Hypochlorite 1 XLPE —Black 6,200 gals
Chlorine Feed Pumps Number In Service Number on Standby Capacity — Each Speed Type	2 1 0 — 13 gph Variable Diaphragm
Dechlorination Storage Tank Chemical Number of Tank Tank Material Volume — Each	Sodium Bisulfite 1 XLPE 1500 gals.
Dechlorination Feed Pumps Number in Service Number on Standby Capacity Speed Type	2 1 0 — 5.0 gph Variable Diaphragm
Effluent Flow Measurement Type Size Capacity Instrumentation	Parshall Flume 9" Throat 0.060—05.7 MGD Ultrasonic
Plant Water Pumps Number in Service Number on Standby Capacity — Total Pressure Horsepower — Each Type	3 - 300 gpm 100 PSI 10, 15, 15 Hp Vertical

SOLIDS HANDLING	
Sludge Quantities Primary Sludge	
Average @ 4.0% Max Day @ 4.0%	5,419 GPD 10,107 GPD
Waste Activated Sludge Average @ 1.4% Max Day @ 1.4%	22,422 GPD 39,076 GPD
Sludge Storage Number in Service	1 30' Dia × 24' SWD
Size Mixer	30 Dia x 24 SWD
Number in Service Horsepower Type	1 7—1/2 Hp Submersible Centrifugal
Sludge Grinder Number in Service Horsepower	1 5 Hp
Belt Filter Press Feed Pumps Number in Service Number on Standby Capacity — Each Horsepower — Each Speed Type	1 1 14 — 205 gpm 10.0 HP 1750 rpm Double Disc
Belt Filter Press Number in Service Hours of Operation @ ADF Organic Loading Rate	1 17 Hrs/Wk 1,600 lbs./hr.
Belt Filter Press Booster Pump Number in Service Capacity Horsepower Type	1 90 gpm @ 60 PSI 7—1/2 Hp Centrifugal
Polymer Feed System Type Number in Service Feed Capacity	Liquid/Dry 1 14 lbs/hr @ 0.5%
Polymer Storage Number in Service Capacity Mixer — Horsepower Polymer Feed Pumps Number in Service Number on Standby Capacity Horsepower Type	1 380 gals. 0.65 Hp 1 1 0 — 5 gpm @ 50 PSI 3/4 Hp Centrifugal
ODOR CONTROL SYSTEM	
Wet Scrubber Type Size Airflow Packing Depth	Packed tower single stage 5' Dia x 19' High 7,000 CFM 10 Feet
Fan Number in Service Capacity Horsepower Type	1 7,000 CFM 15 Hp Centrifugal Exhauster
Chemicals Sodium Hydroxide Number of Tanks Tank Material Volume Sodium Hydroxide Pumps Number in service Number on standby Capacity Type	1 XLPE 550 gals 1 1 0—16.4 gph @ 130 PSI Diaphragm
Sodium Hypochlorite Pumps Number in service Number on standby Capacity Type	1 1 0—6 gph @ 130 PSI Diaphragm

Recirculation Pump Number in Service Capacity Horsepower Type

1 133 gpm @ 88 feet 5 Hp Centrifugal

Underwood Engineers,

WWTP

 $\frac{DWG\ NO}{G-2}$

SHEET 2

