



Becky Dawes  
Procurement Director

**Request for Proposal Construction Manager-at-Risk Services  
For Waste Water Treatment Plant Upgrade  
Horse Creek Pollution Control Facility  
Aiken County Public Service Authority**

**INTRODUCTION**

Aiken County Government is seeking Construction Managers to submit proposals for the opportunity to serve as a Construction Manager At-Risk (CMAR) in the design, review, pre-construction services, construction, and commission of the 26 MGD Horse Creek Pollution Control Facility (HCPCF) Upgrade. The objective of this Request for Proposals (RFP) is to provide additional information to enable Proposers to submit written proposals for the project. Proposer must submit ten (10) hard copies of their Proposal as well as one (1) CD containing a single PDF copy of their Proposal. Proposals must be submitted to Aiken County Procurement no later than 3:00 p.m. on March 30, 2016 at the following location:

Aiken County Procurement  
1930 University Parkway, Room 3201  
Aiken, South Carolina 29801

Proposers shall include the following information on the outside of the sealed envelope(s) or box(es):

Name of Proposer

“16-09-P, Proposal for Horse Creek Pollution Control Facility Upgrade - Construction Manager at Risk”

Proposers must contact Kevin Laird ([kevin.laird@gmcnetwork.com](mailto:kevin.laird@gmcnetwork.com)) with the Owner’s engineer, Goodwyn, Mills and Cawood, Inc. (GMC), in order to attend the mandatory pre-proposal meeting on March 9, 2016 at 10:00 a.m. at the HCPCF, located at 70 PSA Road, Beech Island, SC 29842. A tour of the plant will be provided at this time.

Additional tours of the project site and additional contact with ACPSA are not allowed.

ACPSA intends to select the CMAR for the Project based on review and evaluation of the Proposals and shortlist interviews.

Proposers are encouraged to provide input on the overall project schedule and provide suggested improvements to reduce the construction schedule. The preliminary procurement schedule is as follows:

Mandatory Pre-Proposal meeting at the location on March 9, 2016 at 10:00 a.m.

Questions will be received until 5:00 p.m. on March 11, 2016 to [kevin.laird@gmcnetwork.com](mailto:kevin.laird@gmcnetwork.com)



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Answers will be posted to the Aiken County website before 5:00 p.m. March 15, 2016. Solicitation opens in the Procurement office March 30, 2016 at 3:00 p.m.

Proposals will be evaluated to select a CMAR with the requisite experience, qualifications, and resources to complete the Project successfully within an agreed Guaranteed Maximum Price (GMP) and construction schedule in accordance with the project requirements as specified by ACPSA.

## BACKGROUND

Aiken County through the ACPSA owns and operates the HCPCF, which is located in the southwest section of Aiken County on the eastern bank of the Savannah River adjacent to Horse Creek. The HCPCF is a regional facility which has a permitted capacity of 26 MGD under NPDES Permit No. SC0024457 and utilizes a conventional activated sludge aeration process. The plant treats a combination of domestic wastewater and pretreated industrial wastewater.

Wastewater flows into the influent pump station through a 72-inch gravity sewer line. The influent pump station consists of four (4) sewage pumps, each having a capacity of 16,000 GPM. The influent wet well also consists of two (2) positive displacement blowers, each with a capacity of 1,100 SCFM. Two (2) 40 MGD mechanical bar screens are provided for large debris removal. Following the bar screens are two (2) aerated grit chambers, each having a volume of 90,059 gallons. The grit chambers are equipped with two (2) positive displacement blowers rated at 1,100 SCFM. The plant is equipped with four (4) 105 ft. diameter primary clarifiers that provide a total of 34,619 square feet of surface area. Primary sludge is pumped to a 626,000 gallon aerated sludge holding tank via four (4) rotary lobe pumps, each rated at 280 GPM. The aerated sludge holding tank is equipped with three (3) positive displacement blowers, each rated at 1,880 SCFM. The five (5) equally sized aeration basins provide a total of 100 million gallons of aeration volume (or 20 million gallons each); however three (3) of the basins are not currently in use. Aeration basin No. 1 is equipped with eight (8) 150-HP mechanical surface aerators. Aeration basin No. 2 is equipped with eight (8) 100-hp mechanical surface aerators and two surface mixers. Four (4) 130 ft. diameter secondary clarifiers provide a total of 53,100 square feet of surface area. Five (5) horizontal non-clog pumps, each with a capacity of 2,615 GPM, return sludge to the aeration basins. Two (2) progressing cavity pumps, each with a capacity of 225 GPM, waste sludge to the sludge holding tank. The four (4) aerated sewage pumps are vertical turbine pumps, each rated at 16,800 GPM. The plant uses one (1) chlorine contact basin that is divided into two (2) flow paths and provides a total volume of 409,155 gallons. Two (2) dosing diaphragm pumps, each rated at



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40 GPH, are used for feeding sodium hypochlorite. Two (2) dosing diaphragm pumps, each rated at 40 GPH, are used for feeding sodium bisulfite. Chemicals are stored in four (4) 1,750 gal PE chemical storage tanks (two (2) for sodium hypochlorite and two (2) for sodium bisulfite). Sludge dewatering is accomplished by two (2) 250 GPM (3,750 lb/hr) belt filter presses, two (2) 225 GPM progressing cavity pumps and a sludge dryer.

### PROJECT SCOPE

Due to tighter effluent permit limits set forth by DHEC, the existing 20 MGD wastewater treatment facility will be expanded by 6 MGD to 26 MGD and new processes will be installed/constructed to achieve more stringent effluent parameters.

The project will include the following elements:

Influent pump station improvements – install new centrifugal pumps in the existing drywell and replace motor(s) on the existing centrifugal pumps as well as piping, valving and electrical modifications for new pumps

Headworks improvements – perform screening modifications and grit removal system improvements as well as piping, valving and electrical modifications for grit removal system  
Equalization basin improvements – piping modifications to allow for the influent pump station to directly pump to an existing repurposed aeration basin

Biological treatment improvements – new concrete structure with subsurface geotechnical modifications/improvements as well as piping, valving, and electrical modifications to allow for the biological process to operate as intended

Intermediate pump station improvements – replace pumps that convey mixed liquor from the biological process to the secondary clarifiers, install larger return activated sludge pumps to allow for proper pumping rates as well as piping, valving and electrical modifications for the latter

Secondary clarifier improvements – perform rehabilitation of clarification internals

Reuse system improvements – install new reuse pumps and perform reuse distribution system improvements to provide adequate capacity for reuse throughout the facility

Electrical improvements – install multiple high voltage (12,470V) switch-fuse gears and unit substations as well as generator modifications



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SCADA installation – installation of fiber throughout the facility to pick up the vital treatment processes as well as programming

Generator modifications – installation of site specific generators at vital equipment or refurbishment of facility generator

#### DRAFT SUMMARY SCOPE OF SERVICES

A draft summary of Scope of Services is included below. The final Scope of Services will be negotiated with the selected CMAR. The Proposal shall include any comments or suggested changes to the draft summary Scope of Services.

#### Design Services:

Value Engineering services shall include a thorough review of the completed design drawings and specifications and the identification of any alternative design components, construction methods, or materials that could reduce the cost of the project without sacrificing project quality or achievement of the objectives of the project.

GMP Development will, at the latest, commence upon the completion of permit acquisition and will include the costs developed through an open- book process including thorough review by GMC. The CMAR may choose to perform some preliminary aspects of the GMP preparation prior to the acquisition of the permits; however, formal GMP development will not start until all permits have been acquired. ACPSA requires that for those components of the Project that the CMAR may want to self-perform, the CMAR will need to submit bill rates, overhead, markup on subcontractors, profit rates, and other similar financial information for that scope. The GMP will also include CMAR overhead costs and margin for all work under the Construction Phase Services Agreement, as described in the following outline of CMAR Construction Services, as well as any contingency allowances.

GMP Negotiation, if successful, will result in the execution of an amendment to the “Agreement between Owner and CMAR.”



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### Construction Phase Services:

Construction Administration Services represent the management and administration of the CMAR's Construction Phase contract obligations including, but not limited to, the following activities:

- Provide all requisite bonds and insurance for the construction of the project
- Possess the requisite license and assure that all subcontractors are also appropriately licensed and bonded for the tasks needed to complete construction phase of the project
- Procure and manage all equipment and construction contractors to complete the Construction Phase scope of work for the project; hold monthly progress/construction meetings and submit meeting minutes for review and approval by ACPSA and GMC; develop and update a construction management plan that includes Construction Phase quality control procedures, safety programs, construction document management protocol, etc. manage subcontractors (contracts, insurance, and bonds)
- Prepare payment requests and maintain cash flow projection
- Submit and track shop drawings and equipment Operations & Maintenance (O&M) Manuals;
- Track Request for Information and/or clarifications (RFIs)
- Prepare record drawings; startup and commission facilities with operator training through completion of acceptance testing; facilitate project close-out; and administer warranties through the warranty period.

Site Security will be the responsibility of the CMAR throughout the duration of the construction phase. The CMAR will need to develop an acceptable security plan to control access to the construction site during all phases of construction without interrupting normal day-to-day operations of the facility. The CMAR will be responsible for construction of any alternate entrance locations or operations of any existing security gates, as well as any repairs required to bring facilities (i.e., roadways, curb and gutter, landscaping) back to their current condition.

Project Schedule requirements will include developing a detailed project construction schedule defining construction activities of each element of the project and their inter-relationships along with milestone dates relative to project completion and permit requirements using approved scheduling software. Monthly monitoring, updating, and reporting of the project schedule will be required to demonstrate an efficient and timely delivery of the project.



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Project Budget Reporting requirements will include the preparation of a project budget monitoring protocol to provide monthly updates on the status of the following financial attributes of the project: update cash flow projections for the Construction Phase including actual construction costs; maintain a comparative assessment of actual costs relative to the GMP; and provide documentation of any resultant changes in the projected life cycle costs resulting from construction-related decisions and/or changes.

Design Compliance Review will include meetings with ACPSA and GMC to validate that the design requirements are being provided during the Construction Phase. The meetings shall occur as necessary but not less than every two weeks. One objective of these meetings will be to review the CMAR's documentation of any resultant changes in the projected costs resulting from construction-related decisions and/or changes.

Plant Operational Compliance includes all aspects of the Project that may adversely affect the ability of the ACPSA WTP to comply with all applicable regulations. Any noncompliance event caused by the CMAR will be cause for the CMAR to reimburse ACPSA for all costs associated with the noncompliance event including, but not limited to, fines, fees, ACPSA staff, corrective action, Owner's Engineer, etc. Refer to Standard Form of Agreement and Standard Form of General Conditions for more information.

Operation and Maintenance (O&M) Manuals will include, but are not limited to, the following:

- Supply a complete set of equipment O&M manuals that provide the requisite components;
- Supply an O&M manual for the instrumentation and control system, including a complete log of the programming and signal tagging list;
- Supply equipment summary reference sheets and maintenance schedules for all major equipment with interface references to equipment O&M; Supply a trouble-shooting section for normal and emergency conditions; and supply O&M manuals for any additional elements necessary to acquire the operating permits for the facility
- O&M documents shall be in PDF format and created from the software in which they were produced or scanned at a resolution of 300 dpi or greater. Scanned documents shall be scanned with the "original image with hidden text" option. Documents scanned at 300 dpi or greater provides for optical character recognition (OCR) and word search functionality. All text of the document must be text selectable with the exception of pages which are in their entirety drawings or diagrams. Word searches of the PDF documents must operate successfully.



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Startup and Commissioning of the constructed facility will include completion of the requisite startup and commissioning activities. As a minimum, the activities will include the following:

Completion of equipment operational check-out and startup;

Operational testing of the individual systems; and the operation of the overall facility as a whole under various configurations necessary to demonstrate compliance with the acceptance test requirements and the process performance criteria defined in the final contract documents.

Operator Training shall be provided to the ACPSA staff and videotaped by the CMAR. The operator training will include pre-startup training that will continue through the startup, acceptance testing, and commissioning of the project. All training scheduling will be coordinated with ACPSA. All O&M Manuals will be presented in electronic versions (format to be agreed upon by ACPSA) and hard copies.

Construction Document Management shall be implemented as defined in the construction management plan to collect and store the following data in a readily retrievable manner: correspondence, payment requests, schedule updates, test results, shop drawings, RAIs and RFIs, change requests, record drawings, and miscellaneous submittals to ACPSA and GMC.

Project Closeout will include activities needed to complete final completion of the Construction Phase following the notification of Substantial Completion. Closeout activities will include, but not be limited to, the completion of all punch list items defined at the point of substantial completion, training, commissioning, final permit acquisition, and project document transfer.

Warranty Administration will be provided by the CMAR throughout the requisite warranty period and will include activities such as: warranty request tracking, event documentation and response monitoring, direct interface with suppliers requesting and monitoring all warranty service needs and corrective activities, and providing any modification and/or updates to the project record drawings that may result from warranty activities.



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## PROPOSAL INFORMATION

Proposer must submit ten (10) hard copies of their Proposal as well as one (1) CD containing a single PDF copy of their Proposal. Proposals must be submitted to Aiken County Procurement no later than 3:00 p.m. on March 30, 2016 at the following location:

Aiken County Procurement  
1930 University Parkway, Suite 3201  
Aiken, SC 29801

The sealed Proposal must be clearly marked:

"PROPOSAL FOR HORSE CREEK POLLUTION CONTROL FACILITY UPGRADE –  
CONSTRUCTION MANAGER AT RISK"

(Name of Proposer's Authorized Official)

(Company Name of Proposer)

(Mailing Address of Proposer)

(Telephone Number of Proposer)

(Fax Number of Proposer)

Proposals received after the time and date specified will be considered nonresponsive and will be returned unopened. **THERE WILL BE NO EXCEPTIONS.**

If it is later discovered that any material information given in response to this RFP or to any request for supplement, clarifying or additional information was provided by a Proposer, knowing such information to be false, it shall be grounds for immediate disqualification or for immediate termination or rescission by ACPSA of any agreement between ACPSA and the Proposer. ACPSA shall also have and retain any other remedies provided by law.

Proposals received by ACPSA are considered public documents under provisions of the South Carolina Freedom of Information Act (FOIA) unless it contains information that may clearly be considered excepted and excluded from disclosure according to State statute. All information that is to be considered confidential and/or proprietary must clearly be identified, and each page containing confidential and/or proprietary information, in whole or in part, must be stamped as CONFIDENTIAL, in bold font of at least 12 point type, in the upper right hand corner of the page. The bonding company that will provide the required bonds for a Proposer must meet advertised



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qualifications and have an AM BEST Rating of A- or higher. Proposers must list the legal name(s) of bond or surety company providing bonds – not just the name of bonding agent. Separate performance and payment bonds, each in the amount of 100 percent of the awarded contract amount, will be required for the Project. All required bonds and insurance coverages are subject to the review and approval of the ACPSA

Regarding work that is self-performed during Project construction, no limit on the percentage of self-performed work will be imposed. However, Proposers are expected to demonstrate, in their Project Approach, their plan to ensure competitiveness throughout Project construction. For all work included in the project, the Proposer will be required to provide labor rates, markups on subcontractors' work, markups on materials, equipment, and all other expenses; any other overhead rates to be applied to cost; and profit and markup. Throughout this process, GMC will perform parallel estimates in order to confirm the reasonableness of the Proposer's financial information.

All questions must be answered by the Proposer completely and the data given must be correct, clear, and comprehensive. All information provided must pertain specifically to the Proposer that will bid for and construct the Project, not a Parent, Affiliate, Subsidiary or other entity, except where information on such other entities is expressly requested. Questions may be answered on separate, attached sheets, and data submitted must be formatted as this RFP is formatted. The Proposer may submit additional information if desired. It should be noted that all additional sheets must be clearly labeled and cross-referenced to each section and question.

ACPSA and Aiken County at their sole discretion, reserves the following rights:

- To supplement, amend, substitute or otherwise modify this RFP at any time;
- To cancel the RFP with or without the substitution of another RFP or shortlist process;
- To take any action affecting the RFP that would be in the best interests of ACPSA;
- To issue additional requests for information;
- To require one or more Proposers to supplement, clarify or provide additional information in order for ACPSA to evaluate any portion of a Proposal;
- To conduct investigations with respect to the qualifications and experience of each Proposer;
- To waive any defect or technicality in any Proposal received; and
- To reject any or all Proposals.



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By submitting this Proposal, Proposer acknowledges that a selection committee established by ACPSA will evaluate the Proposals and make a recommendation to Aiken County Council, but the award or non-award of the CMAR contract for this project will be at the sole discretion of the Aiken County Council. Proposer understands and agrees that there is no statutory or legal entitlement to be awarded the CMAR Contract and hereby waives the right to object to ACPSA's or County Council's methods of evaluation of submitted Proposals, as well as the right to object to the selection ultimately made by the County Council.

ACPSA recognizes that a Proposer may need additional information about the RFP or the HCPCF to prepare its Proposal. Proposers must prepare such information requests in writing for ACPSA's consideration as noted in this RFP to Aiken County Procurement. ACPSA, at its sole discretion, may or may not choose to provide such information. If a response is made, the response will be in writing with copies to all parties that received copies of this RFP. Except as noted herein, Proposers may not contact any officer or employee of Aiken County Government, ACPSA, Aiken County or GMC after the issue of this RFP. In the event that oral inquiries are made and substantive issues are addressed, only a written response to the inquiry may be relied upon by any person or party. Any oral responses made by Aiken County, ACPSA, GMC or other representative of ACPSA, Aiken County or GMC, shall be considered as informal, subject to change without notice at any time, and not binding upon ACPSA or Aiken County under any circumstances.

Any unauthorized communications (or attempted unauthorized communication) by a Proposer, or anyone acting on behalf of Proposer during this evaluation process will be grounds for disqualification.

Should a Proposer find discrepancies in or omissions from, this RFP and related documents, the Proposer shall immediately notify Aiken County Procurement, and any appropriate written addendum or bulletin of instructions will be sent to each Proposer. Each Proposer requesting an interpretation will be responsible for preparing and delivering such requests to Aiken County Procurement in accordance with this RFP. ACPSA will not be bound by or be responsible for any explanation or interpretation of the RFP other than those given in writing. In no event may the Proposer rely on any oral statement by ACPSA, Aiken County or its agents, advisors or consultants. Any inquiries about this RFP must be submitted to the Owner's Engineer or Aiken County Procurement via email by 5:00 p.m. March 11, 2016. Inquiries should be directed to Kevin Laird ([kevin.laird@gmcnetwork.com](mailto:kevin.laird@gmcnetwork.com)).

Responsiveness of Proposal: The Proposal shall be complete and accurate. Submittal of incomplete, inaccurate, deceptive or misleading information may result in disqualification of the



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Proposer. Failure to provide requested information within the time frame established may result in a determination that the Proposer is non-responsive.

## PROPOSAL FORMAT

The Proposal shall include the following information in the exact order listed. The Proposal shall be letter-sized (8.5 x 11) with a total page limit of forty (40) single-sided pages or twenty (20) double-sided pages and shall be submitted as outlined herein. Proposals may include ledger-sized pages (11 x 17), but each ledger-sized page will be counted as two pages. Divider pages do not count as part of the page limit. The Confidentiality Agreement form, the Evidence of Authority to Sign, and requested surety information will not count as part of the page limit. All other pages or brochures will count in the page limit. The Proposal shall include the following sections:

Cover Letter  
Proposal Requirements  
Proposer Questionnaire  
CMAR Project Approach  
Design Services Approach  
Construction Phase Services Approach  
Approach to Project Criteria of Significant Interest

The Cover Letter shall include the following:

- A statement indicating that the Proposal is hereby submitted, signed by a fully authorized representative of the Proposer, and specifically acknowledges receipt of any addenda by date.
- A statement indicating the Proposer's intent to execute an Agreement with the Owner if selected for the Project.
- A statement from the Proposer acknowledging that a selection committee established by ACPSA will evaluate the Proposals and make a recommendation to Aiken County Council, but the award or non-award of the CMAR Contract for this project will be at the sole discretion of the Aiken County Council. The statement should also state that the Proposer understands and agrees there is no statutory or legal entitlement to be awarded the CMAR Contract, and hereby waives the right to object to ACPSA's or County Council's methods of evaluation of submitted Proposals, as well as the right to object to the selection ultimately made by the County Council.



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- Attach “Evidence of Authority to Sign” for Proposer.

Requirements for all other sections of the Proposal are included in the following Proposal Requirements.

### PROPOSAL REQUIREMENTS

Proposals are to include all of the content listed and follow the organization outlined in this section.

#### Proposer Questionnaire

#### Pass/Fail Elements

Failure of Proposer to meet the requirements of any of the pass/fail elements listed below will result in a determination of “Not qualified” and the Proposer will be excluded from further participation in this solicitation.

- Provide documentation verifying that Proposer possesses a valid South Carolina General Contractor’s license (Unlimited).
- Has the Proposer or any of its Officers (including any experience and time while employed by another firm) been convicted of criminal conduct or been found in violation of any federal, state, or local statute, regulation, or court order concerning antitrust, public contracting, or prevailing wages over the past 10 years?
- Has the Proposer or any of its Officers (including any experience and time while employed by another firm or operating under another name), Parent, Affiliates, or Subsidiaries had a judgment entered for contract default or been barred from bidding on public contracts over the last 10 years?

#### General Background of Proposer

- Proposer’s full legal name, address, and contact information.
- Has Proposer operated under the current name for the last 10 years? If not, attach a complete explanation for operating under a different name as well as previous name and address within last 10 years.
- Current Officers and length of time with the Proposer Also, identify those authorized to sign contracts on behalf of the Proposer.



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- Name, address, and telephone number of Parent and each Subsidiary and Affiliate of the Proposer.
- Has the Proposer, its Parent, or any of its Subsidiaries had a bankruptcy petition filed in its name, voluntarily or involuntarily within the last 10 years? If yes, list the number of bankruptcies.
- OSHA Experience Modification Ratio for the past five years.
- Proposed Project Personnel

Provide an overall organizational chart for the Proposer. In addition, include detail information as indicated below.

- Proposed Project Manager
- Provide the resume of the individual who is the best candidate for this position.
- List name, qualifications and background. Include names and addresses of companies who have employed him/her during the last 10 years. The following statement shall be inserted in the bottom margin of the resume:

"This proposed individual shall be available to work full time on this Project for its entire duration and shall not be reassigned without the expressed written concurrence of ACPSA."

- Provide a summary of the three (3) largest waste water treatment plant projects by size, type, and duration that the proposed Project Manager has supervised/managed in the last 10 years for Proposer or other company. At a minimum, the following information shall be provided:
  1. Project Name
  2. Brief Description of Scope
  3. Constructed Value
  4. Project Duration and Completion Date
  5. Candidate's Position and Duties
  6. Owner Point of Contact, Address, and Phone Number
  7. Proposed Site Superintendent

Subconsultants: Outline proposed scope of work and provide resumes and contact information for any proposed subconsultants. Resumes shall be a maximum of two pages (single sided) and shall



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include: qualifications; waste water facility project experience; professional registrations; and present and anticipated workload.

**Scheduling Capabilities:** The Proposer shall have the capability of preparing and utilizing the Critical Path Method (CPM) scheduling technique specified herein. A statement of CPM scheduling capability shall be submitted with the Proposal to verify that either the Proposer's organization has in-house capability qualified to use the technique, or that the Proposer employs a consulting firm or contract individual who is so qualified.

**Proposer Experience:** Using the form included in Attachment A at the end of the RFP (reproduce as necessary), complete and provide the requested information for the Proposer for the satisfactory completion of a minimum of three waste water treatment plant and/or expansion projects within the last 10 years, each having a contract value of at least \$25 million.

ACPSA reserves the right if, in its judgment, the projects submitted under this section are not representative of the overall history of the Proposer's performance over the last 10 years to:

- Require the Proposer to submit relevant information for additional projects selected by ACPSA from the Proposer's overall project list; and,
- Substitute these additional projects for those submitted by the Proposer under this Section so that, when combined with the remaining Projects submitted by the Proposer, the revised projects are more representative of the Proposer's performance over the last 10 years.

#### CMAR Project Approach

- Describe your plan for implementing a CMAR methodology, including collaboration with ACPSA and GMC.
- Provide an outline of your health and safety plan. Describe how your approach applies to this Project. Describe the project staffing dedicated to the health and safety program.
- Provide an outline of your quality plan for construction. Describe how your approach applies in a CMAR environment. Describe the project staffing dedicated to the quality program.
- Provide a preliminary summary level schedule for the construction of the project. Schedule should reflect the Proposer's methodology for effectively managing and executing the work.
- Provide documentation verifying that Proposer satisfies ACPSA's Minimum Insurance



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Requirements as outlined in the Standard Form of General Conditions.

- Provide any comments or suggested changes to the draft summary Scope of Services outlined in Section 4 of this document.

#### Design Services

- Describe your plan to incorporate Value Engineering services into the design of the project.
- Describe your plan to provide pre-construction services into the design of the project.
- Describe your approach to developing the GMP, including level of effort and resources required to deliver the GMP.
- Describe your plan for a transparent procurement system with a wide variety of evaluation and selection methodologies that can be audited for fairness and competitiveness. List anticipated early procurement equipment and materials.
- Summarize your CMAR methodology for integrating sustainability principles into the general practice of the Proposer's team member firms as well as on specific previous projects.
- Provide your proposed lump sum fee for design and pre-construction services.

#### Construction Phase Services

- Describe your general approach to constructing the project. Describe how your construction staff will interact with the design team to seek design clarifications and resolve design discrepancies in the field. Describe how you will accomplish this project without interrupting normal day-to-day operations of the waste water plant.
- Describe how you will document actual construction costs during the construction period and make these costs available to ACPSA for verification and audit.
- Describe your plan for delivering construction, including a summary of work that will be self-performed. For subcontracted work, describe how you will select the best value subcontractors and oversee and guarantee their performance. Describe your approach to hosting a work force near the construction area and how you provide adequate dwelling, health, and safety for workers.
- Describe how you will ensure site security during all phases of construction without interrupting normal day-to-day operations of the facility.
- Provide your proposed percentage (%) of total cost of work for project profit to be included in the GMP.



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### Project Criteria of Significant Interest

- Innovative biological wastewater treatment – what experience does the Proposer have with regards to nutrient removal biological wastewater treatment facilities?
- Wastewater treatment operational experience/knowledge – how will Proposer ensure that the operation of the wastewater treatment facility is not adversely impacted? Specifically, how will the Proposer implement new process while removing existing processes without exceeding permit limits?
- Water retaining structures – what is the Proposer’s experience with water retaining structures that are 10 MG and greater?
- High voltage electrical experience – what is the Proposer’s experience with high voltage electrical work, specifically 12,470V?
- Sustainable energy (solar panels) - what is the Proposer’s experience with sustainable energy solutions, specifically solar panels?
- Utilities – what is the Proposer’s experience with natural gas piping?
- Generator – what is the Proposer’s experience with jet engine diesel powered generators?
- Accepted Industry Rating for Safety– what is the Proposer’s industry safety rating?
- Guaranteed maximum price – please list projects within the last 10 years on which GMP was not met and explain why?
- Schedule – please list all projects within the last 10 years on which the schedule was not met and why?
- Schedule/budget – what is Proposer’s plan to manage and improve schedule and budget? What steps will be taken to ensure that budget is not exceeded and schedule is met?

Affidavits: The Proposers must complete the affidavit attached to the end of the RFP and submit the affidavit with the Proposal (Attachment B).



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**ATTACHMENT A  
PROPOSER EXPERIENCE FORM**

Project #: \_\_\_\_\_ (Reproduce as necessary for each submitted project)

**A. General Information:**

Name of project: \_\_\_\_\_

Name of owner: \_\_\_\_\_

Name of owner contact: \_\_\_\_\_ Phone #: \_\_\_\_\_

Position or title of contact: \_\_\_\_\_

Address of contact: \_\_\_\_\_

**B. Project Description Details:** Provide a written project description sheet summarizing the overall project, including plant size and work self-performed and the work performed by subcontractors. Written description should also identify if the proposed project manager and the site superintendent were associated with the project submitted and the roles they performed. Projects selected for submission should be similar in nature to the proposed work.

**1. Please Note:**

The project descriptions must clearly and specifically identify components similar to those outlined in the preliminary scope above. It will be assumed that any project components not specifically mentioned in the project descriptions are not included in the referenced project.

2. The project descriptions must clearly and specifically include the names of the proposed personnel mentioned above and their roles in the project. If the names and roles are not included in the description, it will be assumed that the proposed personnel did not participate in the referenced project.

**C. Project Costs:** (with complete explanation of cost overrun, if any, including change orders).



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Total Bid Amount: \$\_\_\_\_\_ Final Cost: \$\_\_\_\_\_  
Explanation of cost overrun, if any, including change orders: \_\_\_\_\_

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D. Liquidated Damages: Were liquidated damages assessed? If so, how much?

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E. Claims: Are there any claims or litigation still pending or that have occurred in the past 3 years? If so, provide complete explanation.

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F. Project Schedule:

Contract time as bid: \_\_\_\_\_ Actual time to Complete: \_\_\_\_\_

Completions date: \_\_\_\_\_

Explanation of time overrun, if any: \_\_\_\_\_

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G. Major Subcontractors: List major subcontractor names, contact information, scope of work, and total contract value.



Becky Dawes  
Procurement Director

ATTACHMENT B  
APPLICANT AFFIDAVIT

The undersigned hereby attests under penalty of perjury and by personal knowledge to the following:

The contents of the Proposer Application (including all submitted attachments and other documentation) are true, correct and not misleading.

To the best of my knowledge neither the Applicant, nor its agents, affiliates, partners, employees, officers, directors or other associates of any kind, have colluded with any individual or entity on behalf of the Applicant, or themselves, to produce an unfair advantage over others or to gain favoritism in the award of any contract resulting from this RFP.

By responding to this RFP and submitting the Proposer Application (also referred to as the submittal), the Applicant agrees to indemnify and hold harmless all parties to this RFP, including, but not limited to, the Owner and Engineers for any conceivable damages arising therefrom; and affirms that no compensation is expected as a result of the preparation of said response.

Applicant agrees to use the submitted personnel for the duration of this project. Any changes in the submitted personnel must be approved in writing by the Owner.

Applicant Name:

Officer's Signature:

Printed name and title:

Telephone No: \_\_\_\_\_

Affix Corporate Seal

Date Signed: