

REQUEST FOR QUALIFICATIONS

CITY OF BAINBRIDGE ISLAND WASTEWATER BEACH FORCE AND GRAVITY MAIN REHABILITATION STUDY

I. Project Description

The City of Bainbridge Island is soliciting proposals from qualified engineering firms for assistance in evaluating and recommending rehabilitation strategies for its aging wastewater beach force and gravity piping system. The beach main piping system consists of approximately 1,900 feet of ten-inch (10") ductile iron gravity pipe, 4,300 feet of six-inch (6") ductile iron force main, 3,000 feet of twelve-inch (12") ductile iron force main, and 4,700 feet of sixteen-inch (16") ductile iron

II. Preliminary Scope of Work

Prepare an engineering report that examines alternative rehabilitation strategies for the city's wastewater beach force and gravity mains. The report shall include the following:

- Current piping condition assessment with estimated remaining life expectancy
- Rehabilitation options. Advantages and disadvantages of each option presented including, but not limited to:
 - Construction methodology
 - Environmental benefits and/or challenges
 - Estimated project construction costs, including permitting
 - Maintenance requirements and annual costs
 - Estimated life expectancy of rehabilitated mains
 - Funding strategies
- Recommend a preferred alternative and provide a basis for that recommendation.

A more detailed final scope will be developed with the selected consultant.

III. Proposal Content

The submittal shall be twenty (20) pages maximum, 8½ x 11 inches, single sided, 12-point font minimum. All pages count towards the page total except the cover, introductory letter, and organizational chart (if included). The proposal shall be submitted in the format as outlined below.

1. **Brief Description of Firm** – Describe your firm's areas of expertise and other information that helps to characterize the firm. Provide the name, title, address, and telephone number of the primary contact.
2. **Project Manager's Experience** – Identify the project manager who will be responsible for this project. List the *project manager's* relevant experience and similar work including references.
3. **Personnel** – Describe the project team including name and office location of key personnel including subs. Describe key personnel's proposed roles and responsibilities on this project, and relevant related experience.
4. **Project Approach** – Describe the tasks that must be accomplished to complete the project and a narrative description of how the firm proposes to execute the tasks. Describe how the firm will be able to collect or verify field data in a timely fashion. Describe particular

challenges which you foresee this project presenting and your approach for addressing these challenges.

IV. Additional Information

Questions regarding the project may be directed to Larry Ward, Project Manager, City of Bainbridge Island, (206) 780-3746.

The work will commence as soon as possible after the consultant agreement is signed.

V. Proposal Deadline

Five (5) copies of the proposal must be received no later than 4:00 p.m. local time, on Friday, November 20, 2009, to the following address:

City of Bainbridge Island
Public Works Department
Attn: Larry Ward
280 Madison Avenue North
Bainbridge Island, WA 98110

Proposals received after the deadline will not be considered.

VI. Selection Process

Proposals will be ranked on qualifications and the City of Bainbridge Island may choose to interview the three top ranked firms. However, at its discretion, the City of Bainbridge Island may dispense with interviews and select a firm to perform the work. Firms will be evaluated on the basis of the following factors:

1. Proposal format (5%)
2. Project manager experience and qualifications (35%)
3. Support personnel experience and qualifications (25%)
4. Project understanding and approach (35%)

Selected references will be contacted.

A selection committee appointed by the City of Bainbridge Island will assist with firm evaluations. The City of Bainbridge Island will seek to negotiate a contract, a detailed scope of work, fee, schedule, etc. with the preferred firm. If unable to reach an agreement, the City of Bainbridge Island will terminate negotiations and commence negotiations with the second-ranked firm, and so forth.

This project is financed 100% by the City of Bainbridge Island. No state revolving fund or state grant is involved.