



CITY OF TROUTDALE

Engineering Division

November 19, 2019

**Consultant
Address**

Subject: Request for Statement of Interest and Qualifications for the Sanitary Sewer Pump Station No. 2 Upgrades

It is the City of Troutdale's intent to seek professional engineering services of a qualified registered civil engineer, licensed in the State of Oregon, to design; prepare plans, specifications, and bidding documents; assist with project administration; and provide services during construction; for the City's Sanitary Sewer Pump Station No. 2 Upgrade project.

Project Background:

Sanitary Sewer Pump Station No. 2, also known as the Husky Pump Station, is located at 1100 NW South Frontage Avenue, Troutdale, Oregon 97060 (see attached vicinity map). The pump station was constructed in 1972 and upgraded in 1988. The current rated pumping capacity is 350 gpm and consists of (2) pumps discharging to 1,000 feet of 6" diameter force main. The City's 2013 Sanitary Sewer Master Plan projects that this station's current pumping capacity will be sufficient through buildout and capacity upgrades are not necessary. However, operators have reported frequent maintenance problems due to aging/degraded equipment at this station leading to substantial reliability concerns and excessive maintenance burden. One of the discharge check valves is permanently seized shut and inaccessible for repair. The station does not have a valve vault nor bypass connection piping, access is challenging for maintenance, it lacks security fencing, and it does not presently have onsite backup power.

The primary goal of the project is to improve the station's reliability and performance by replacing and upgrading the pumps and motors, replacing and upgrading the pump controls, replacing and/or upgrading communication & alarming systems, improving maintenance access, providing perimeter enclosure, and replacing the check valves. Secondary/optional objectives are providing onsite backup power, continuous flow metering, providing bypass connection piping, and enlarging the wet well.

The City of Troutdale is now seeking a qualified Professional Civil Engineer, licensed in the State of Oregon, to perform the design and provide services during construction for reliability and performance upgrades to Sanitary Sewer Pump Station No. 2. The selected Consultant will review the existing as-builts and related reports, maps and documentation; meet and coordinate with the City of Troutdale's project manager and Water Pollution Control Facility staff; review soil and groundwater conditions and their effect on constructability; identify and incorporate related regulatory requirements; perform field

surveying as needed; prepare plans and specifications, bidding documents and cost estimates; prepare the ODOT right-of-way permit application; assist the City in the bidding process; and provide services during construction including construction observation, coordination with the contractor, and assistance with construction administration.

According to the City of Troutdale's consultant database, your firm has expressed interest in providing work of this type and scale. If your firm is interested in providing the services cursorily described above, please respond in writing with the following:

- A short narrative affirming your firm's interest in this project.
- The name, phone number, and email address of a contact person at your firm designated for this SOQ.
- A summary of the project team that your firm would assemble for this project.
- A summary (3-5 pages) of the qualifications, including experience and credentials, of the team members identified for performing municipal sanitary sewer pump station design and inspection, and similar or related work.
- A brief summary (1-2 pages) of your firm's experience in performing work similar to that described above.
- A list of references, including phone numbers and email addresses, that the City may contact with recent (within the last ten years) knowledge of your firm's abilities and performance with respect to preparing municipal sanitary sewer pump station designs and performing services during construction.

SOQ's shall not exceed twelve pages in length, excluding covers.

This information will be used to create a "short-list" of the three or four firms that are, in the opinion of City staff, the best suited for this work. This short list of three or four firms will then be asked to respond to a detailed request for proposal. In selecting the short list of consultants, firms will be rated according to the following:

Experience - Demonstrated experience and success in similar projects, in servicing the public sector and in providing engineering services to public or private clients for projects within the City of Troutdale; experience of individuals on the team will be considered more heavily than that of the firm in general. 50%

Credentials – Education, specialized training, certifications, awards, publications and other accomplishments of team members that indicate the quality or credibility of team members' work and expertise in services related to this project. 30%

Other Factors – Reputation of firm, reviewer's past experience with firm, structure of firm or team, positive and/or negative reports from 20%

references, proximity/availability/responsiveness, quality/accuracy of SOQ and other factors that the reviewer considers relevant.

If your firm is interested in this work, please submit a Statement of Interest and Qualifications, as directed above, in hard copy or digital (.pdf), to:

City of Troutdale - Department of Public Works
Attn: Zaldy Macalanda, Civil Engineer
342 SW 4th Street
Troutdale, OR 97060
zaldy.macalanda@troutdaleoregon.gov

Statements will be accepted until **5:00pm on Thursday, December 12, 2019**. Statements arriving after that appointed time will not be considered. If submitting via email, please call to confirm receipt. If submitting in hard copy, please provide three complete copies.

Protests of this RFQ, if any, must be submitted not later than **Monday, December 2, 2019** to be considered. Protests of the short list selection, if any, must be submitted within seven calendar days following announcement of the selections. Any and all protests of this process will be resolved in accordance with the Troutdale Municipal Code Chapter 2.24.

Should you have any questions about this request, I can be contacted at zaldy.macalanda@troutdaleoregon.gov or at 503.674.3314.

Sincerely,



Zaldy Macalanda
Civil Engineer

Enclosure