

CITY OF TUSCALOOSA )  
STATE OF ALABAMA )

## REQUEST FOR PROPOSALS

**A17-0059**

**TO: Qualified Firms**

**FROM: The City of Tuscaloosa, Alabama**

**RE: Request for Proposals for Professional Engineering Services for Ed Love Filter Plant Raw Water Pumping Station**

**DATE: January 11, 2017**

**DUE DATE: Proposals are due by close of business Monday, January 23, 2017 before 5:00 p.m. CST.**

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### **Section 1. Introduction.**

This is a Request for Proposals (“RFP”) containing information concerning the above-referenced matter, an abbreviated scope of work, and evaluation items. Firms expressing interest should be fully capable of providing the end results requested.

This is a procurement of professional services as more particularly described herein. This procurement will be conducted in a manner providing full and open competition consistent with the standards of 24 CFR § 85.36. To wit:

- a. Each firm’s experience and qualifications will be evaluated primarily as they relate to the firm’s ability to provide: (1) An engineering evaluation of the Ed Love WTP raw water pumping station to assist the City of Tuscaloosa Infrastructure and Public Services Department (2) Recommendations for upgrades to ensure reliability, resilience and a robust system (3) Contingency plans to address catastrophic events that could lead to the loss of raw water (4) Identification of potential single points of failure and possible remedies (5) Solutions that optimize operating the raw water pumping station.
- b. The City will make awards only to responsible firms possessing the ability to perform successfully under the terms and conditions of the procurement. Consideration will be given to such matters as firm integrity, compliance

with public policy, record of past performance, and financial and technical resources. The City will require firms to execute a “Disbarment and Suspension Statement” certifying / verifying that the firm is not suspended or disbarred or otherwise excluded under 2 CFR Section 408.220 of the government-wide non-procurement, disbursement and suspension list. This is a qualifications-based procurement of professional services whereby competitors’ qualifications will be evaluated and the most qualified firm will be selected, subject to negotiation of fair and reasonable compensation.

- c. Written proposals will be reviewed and rated by a panel of qualified City employees. The rating system will consist of a numerical grading system and a pass/fail grading system, as set forth in Section 3. The City may or may not elect to interview any of the responding firms.
- d. The City has exclusive and sole discretion to determine the firm whose services will be most advantageous to the City, and reserves the right to reject all firms.

The purpose of this inquiry is to determine the interest or non-interest and the qualifications of firms in providing the professional services required. A number of firms may be asked to express their interest in regard to these services in the form of a Proposal. Following the receipt of Proposals, a certain firm or firms may be selected for further consideration.

## **Section 2. General Scope of Services**

The City of Tuscaloosa seeks the services of a Professional Engineering firm which has the knowledge, experience and expertise to perform the services as requested.

### **The project of interest is as follows:**

The City of Tuscaloosa Infrastructure and Public Services Department (hereinafter “IPS”) has two water treatment plants and two raw water pumping stations, including the Ed Love Filter Plant. Built in 1974 and expanded in 1994, the plant is rated at 45.7 MGD and is supplied by a remote raw water pumping station.

IPS requests Professional Engineering services to provide the following: (1) An engineering evaluation of the Ed Love WTP raw water pumping station to assist the City of Tuscaloosa Infrastructure and Public Services Department (2) Recommendations for upgrades to ensure reliability, resilience, and a robust system. (3) Contingency plans to

address catastrophic events that could lead to the loss of raw water (4) Identification of potential single points of failure and possible remedies (5) Solutions that optimize operating the raw water pumping station.

Scope of Work: IPS desires to have an engineering evaluation performed on the raw water pumping station to determine the current condition of the station. In addition, any potential single points of failure should be identified and potential solutions provided, with engineering and construction cost estimates provided for each option. The evaluation will also recommend upgrades to ensure to reliability, resilience, and a robust station.

Reliability refers to the ability of an apparatus, machine, or system to consistently perform its intended or required function or mission, on demand and without degradation or failure.

Robust refers to:

1. A process, or system designed for continuous operation with very low downtime, failure rate, variability, and very high insensitivity to a continually changing external environment.
2. A process that is largely unaffected by departures from assumptions on which the process design is based.

Resilience refers to:

1. Ability of a system to be restored or recover after a failure or catastrophic event.
2. Ability of equipment, a machine, or system to absorb the impact of the failure of one or more components or a significant disturbance in its environment, and to still continue to provide an acceptable level of service.

The evaluation will take into consideration the optimization of pumping raw water with regard to energy usage, maintenance cost, and maintainability.

Contingency plans to cover any of the following will be explored:

- Loss of power
- Loss of raw water supply line
- Loss of raw water supply (Lake Tuscaloosa)
- Loss of pumping station

The firm must comply with all applicable state, local, and federal regulations related to the services provided to the City. The City reserves the right, subject to negotiation and agreement in writing with the selected firm, to either expand or limit the scope of services as needed.

The selected firm will be required to have sufficient personnel to complete the tasks required by this scope of services. The selected firm will complete the required tasks in a timely and efficient manner. The selected firm would be expected to enter into a contract for services based upon the firm's hourly rates and an agreed upon not to exceed amount.

### **Section 3. Firm Qualification and Proposal Requirements**

Firms interested in performing the work will be considered on the basis of a proposal containing information submitted in response to this request in a form limited to twenty (20) pages in 12-point font or larger of either Times New Roman or Arial. Front and back shall be considered 2 pages.

**Proposals are due by close of business Monday, January 23, 2017 before 5:00 p.m. CST.**

All proposals should be submitted in 8 ½" x 11" paper size, with directions as follows: Each proposal shall be prepared simply and economically, providing straightforward, concise delineation of the firm's capabilities to satisfy the requirements of this RFP. **Fancy binding and color displays other than those necessary are highly discouraged.**

**Provide five (5) bound copies to:**

**Glenda Webb, City Attorney  
Office of the City Attorney  
City of Tuscaloosa  
Post Office Box 2089  
Tuscaloosa, Alabama 35403-2089  
(205) 248-5140**

**Courier address:  
Office of the City Attorney  
2201 University Blvd.  
Tuscaloosa, Alabama 35401**

The selected firm or firms must be experienced and qualified to provide the required scope of services. The firm or firms selected must have expertise related to the general Scope of Services set forth in Section 2. The following information must be submitted with the proposal on the date indicated above and in the order indicated below:

- a. Recently Completed Projects. Include three recent engineering evaluations relating to pumping station upgrades that include pumps, motors, drives,

electrical, instrumentation and control. Municipality and/or public water utility references preferred, include at least two (2) public works or public water utilities as references. Elements of recently completed projects are as follows:

1. Name of project.
2. Contact person for Owner/Municipality/Government Agency.
3. Detailed Project Description. (25 points possible)

b. Experience and Qualifications. A statement of the firm's qualifications to perform the work. The statement should include the following:

1. The specific experience of the proposed personnel in the fields that the proposed services are requested, their qualifications, years of experience, professional certifications and availability to perform the work and services to be provided. Please include a statement as to the firm's proximity to Tuscaloosa and whether or not it maintains an office in Tuscaloosa. (10 points possible)

2. A statement of experience and work of similar nature that all the proposed personnel have performed. Relevant experience will be judged on the basis of the experience of those individuals named to the firm's project team for this project. (15 points possible)

3. A statement as to whether the firm or any subcontractors are a minority or woman owned business enterprise. (5 points possible)

4. A statement as to professional standing including any pending controversies outstanding. (Including, but limited to, mediation, arbitration, litigation- present, pending and/or in the last five (5) years that your firm was a party to.) If none exists, such a statement should be made. (Pass/Fail)

5. A list of qualified persons in other disciplines required for the proposed services to be acquired from outside sources, if applicable. (Pass/Fail)

c. Please include a very specific statement providing examples of similar evaluations and projects performed and the time required to produce the deliverables to past utility industry clients in. (20 points possible)

- d. Discuss the proposed approach to completing the needed services and provide a sample project plan which outlines the evaluation process. (15 points possible)
- e. Describe your firm's experience and knowledge in resiliency. List any previous projects that the Principal or Firm have designed and/or constructed that include resilient features. List all the steps the firm will take to ensure a resilient project which will increase the overall resiliency of the City. (10 points possible)
- F. Please include a statement as to potential general conflicts of interest that would prevent the City of Tuscaloosa from entering into an agreement with your firm pursuant to this RFP. If none exists, such a statement should be made. (pass/fail)
- G. Firm must be licensed and approved for work in the State of Alabama; please include a statement to this effect. (pass/fail)

The City reserves the right to interview a firm or multiple firms as it sees fit. There is no guarantee that a contract award will be made pursuant to this RFP. This RFP may be modified or amended at any time and for any reason, in the discretion of the City.

Any questions by the firm related to this RFP should be submitted in writing along with the firm's proposal. In the interest of fairness and in order to maintain impartiality, the City may not respond to questions from individual firms during the RFP process.

**END RFP.**