



RENEWABLE WATER RESOURCES

**Purchasing Department
561 Mauldin Road
Greenville, South Carolina 29607**

REQUEST FOR QUALIFICATIONS

BIOSOLIDS MANAGEMENT MASTER PLANNING SERVICES

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FOR
BIOSOLIDS MASTER PLANNING SERVICES**

1.0 General Information

Renewable Water Resources (ReWa) is soliciting qualification packages for professional services from engineering firms (Firm) interested in providing biosolids master planning services. The purpose of biosolids master plan is to develop a roadmap and framework for sustainable and cost effective biosolids management options in the short-term and for a 20-year planning period. Responsible and innovative biosolids management strategies must support our mission to enhance our community's quality of life while transforming wastewater into renewable resources.

2.0 Background Information

ReWa serves more than 400,000 customers by providing transport and treatment of wastewater in portions of Greenville, Anderson, Spartanburg, Laurens, and Pickens counties in the upstate of South Carolina. ReWa operates nine (9) NPDES permitted water resource recovery facilities (WRRF) throughout the service area.

<u>WRRF Facility</u>	<u>NPDES Permit #</u>	<u>Treatment Capacity</u>	<u>Average Flow</u>	<u>Type of Digestion</u>
Durbin Creek	SC0040002	5.2 MGD	1.8 MGD	Anaerobic
Georges Creek	SC0047309	3.0 MGD	1.0 MGD	Aerobic
Gilder Creek	SC0040525	11.3 MGD	4.4 MGD	Anaerobic
Lower Reedy	SC0024261	11.5 MGD	6.0 MGD	Anaerobic
Marietta	SC0026883	0.67 MGD	0.2 MGD	Aerobic
Mauldin Road	SC0041211	29.0 MGD	13.6 MGD	Anaerobic
N. Greenville Univ.*	SC0026565	0.2 MGD	0.07 MGD	Aerobic
Pelham	SC0033804	22.5 MGD	10.5 MGD	Anaerobic
Piedmont Regional	SC0048470	4.0 MGD	1.3 MGD	Aerobic

*North Greenville currently operated, but not owned by ReWa

The general map of ReWa's WRRFs is shown on PDF Attachment A. Solids from Durbin Creek, Marietta, North Greenville University, and Piedmont Regional are transported to other ReWa facilities for further treatment and disposal. Across all facilities, more than 16 million gallons of biosolids holding capacity is available.

In 2017, approximately 45 million gallons of biosolids (6,562 dry tons) were produced at ReWa's treatment facilities. The primary method of biosolids management is the land application of thickened liquid Class B biosolids with 95% being land applied. The land applied solids range from 2% - 6% total solids. Land application is conducted in accordance with Part 503 regulations, NPDES Permit #SC0048381, and ReWa's Environmental Management System. Over 7,800 acres of farm land is permitted in Anderson, Greenville, Laurens and Spartanburg Counties. Preliminary planning is underway to permit an additional 3,000 acres of property for land application in the coming year. ReWa currently utilizes a single contractor, Synagro, to manage the transport, land application, and required regulatory tracking for the biosolids program.

The contingency biosolids management method is dewatering and landfill disposal. Landfill disposal could also be used if the biosolids produced did not meet the criteria for beneficial reuse. Several WRRFs have equipment to dewater solids onsite. Georges Creek, Lower Reedy, Mauldin Road and Pelham facilities can dewater biosolids to produce a 16% - 18% total solids cake as back up to land application operations. Dewatering at the Pelham and Mauldin WRRFs is used primarily during winter months and wet weather periods. ReWa is permitted to dispose of solids at three Class 3 landfills in the region: Greenville County Twin Chimney's Landfill, Republic Services Union County Regional Landfill and Anderson County Regional Landfill. However, there are limitations on the volume of material that can be hauled to the Greenville County Twin Chimney's and Anderson County Regional Landfills. Recently Republics' Union County Regional Landfill

has significantly increased tipping fees for disposal of biosolids.

ReWa desires to partner with a Firm to evaluate biosolids management and recommend both short- and long-term management strategies. The Biosolids Master Plan Development process will include, but not be limited to:

- Review and Assessment Existing Conditions
- Analysis of Future Conditions
- Evaluation of Biosolids Management Technologies and Alternatives with scoping guidance from ReWa. Evaluation of alternatives should consider:
 - Life-cycle cost
 - Technology Maturity
 - Operation and Maintenance requirements
 - Energy Efficiency and Sustainability
 - Community and Stakeholder Acceptance
 - Regulatory Permitting and Compliance Impacts
 - Resiliency, Reliability, and Redundancy of alternative
 - Required Infrastructure Upgrades
 - Implementation Schedule
- Presentation of recommendations, and discussion, and vetting of alternatives with stakeholders.
- Final Biosolids Master Plan Report

3.0 Selection Process and Scope of Work

This qualification-based selection will be done in a two-step process. This solicitation is associated with information required during Step 1 of the selection process. In Step 2 the shortlisted firms will be asked to develop and present a program approach that will incorporate ReWa's goal to develop a biosolids master plan. The 2-hour Step 2 pre-submittal meeting for the shortlisted Firms will be held on **September 27, 2018 from 1:30 – 3:30pm**. It is anticipated that interviews will be held in October with the shortlisted firms such that ReWa can contract with the selected Firm for the initial phase of work October 2018 board meeting.

4.0 Qualification Package

To be considered, packages shall be in the following format:

1.0 Eligibility Support

At this point in the selection process ReWa is not requiring the Firm to utilize a minimum percentage of employees domiciled in the State of South Carolina to perform services on this project. However ReWa reserves the right to negotiate an appropriate domicile participation level with the selected Firm commensurate with the scope of work and technical expertise of that Firm. Firms are encouraged to consider this desire when preparing their response to this RFQ. As such please describe the composition of the Firm as follows:

- Main/Prime firm
- Partner/Team members (if any)
- Firm and Partner/Team (if any) employee status identified as resident or non-resident to the State of South Carolina

1.1 Firm Information

Teaming or partnering with another firm to compete for this solicitation is permissible. Include at a minimum the Firm's:

- Business Structure (Corporation, Joint Venture, Partnership)
- Financial Statement - This statement will be an audited report with comments not older than one year. If the most current report has not yet been audited, the previous audited report with comment shall affirm the most recent financial statement. The Financial Statement (included in the Appendix) is not included in overall page count.
- History of the Firm, including number of years it has been in business, present ownership and key management individuals. Describe any anticipated or existing changes in overall corporate management ownership.
- Pending litigation that may have a material impact to the company's financial standing and/or the company's performance on this project, and major disputes, contract defaults, and liens in the last 10 years.

1.2 Project Team

The project team shall consist of members with demonstrated nationally recognized knowledge and proven experience in biosolids program master planning. Each key member shall be identified, and a brief resume for each shall be submitted including, but not limited to:

- Name and Title
- Proposed assignment for this project
- Percentage of time to be assigned to this project (compared to concurrent assignments to other projects)
- Experience (type of projects, location of projects, specific project involvement, etc...)
- Home office location of each project team member
- Other qualifications

In the event of any changes in proposed Project Team selection between proposal stage and project commencement, the Firm must specify and clearly note these changes. However, the proposed Project Manager shall not change during the development of this Project without explicit upfront approval by ReWa.

1.3 Firm Experience

Briefly describe the Firm's related experience providing similar biosolids evaluation and master plan development services by including the five (5) most recent projects of a similar scope and size. The following information should be included:

- Name and location of the project
- General description of the project
- Owner's name, contact person, phone number and e-mail address
- Date project awarded
- Date project completed or date of anticipated project completion
- Project Cost (original and final contract price)
- Team Members (companies and individuals) worked with by Firm during this project
- Firm's role in the project (work for which firm was responsible)

1.4 Project Approach

For this submittal please briefly describe the insight/reasoning for the structure of your project team and provide any unique advantages and/or capabilities of your team in dealing with ReWa's project background and stated goals. A more detailed project approach will be required of the shortlisted firms.

1.5 Knowledge

As an indication of their ability to deliver quality workmanship in an effective and timely manner, the Firm should describe their knowledge of biosolids master planning, relevant regulatory and business conditions, and other factors critical to the development of a sustainable biosolids master plan.

1.6 Previous Work with ReWa

Please provide information on your previous work awarded and/or completed in the last 5 years, in an excel spreadsheet stating:

- Project name
- Date awarded
- Date completed (if applicable)
- Project Value

5.0 Insurance Requirements

ReWa shall be named as additional insured for its interest on all policies of insurance except Worker's Compensation as regards ongoing operations, products and completed operations and this shall be noted on the face of the Certificate of Insurance.

Certificates for all such policies shall be provided by the Consultant's insurance agent or broker to ReWa within 10 (ten) working days from the date of award. Consultant will provide Owner a minimum of 30 days advance notice in the event of the insurance policies or insurance policy is canceled.

Consultant agrees to maintain and keep in force during the life of the Agreement, with a company or companies authorized to do business in South Carolina for the following insurance policies:

Automobile Liability

\$ 1,000,000 Per Occurrence - Combined Single Limit

Coverage shall include bodily injury and property damage and cover all vehicles including owned, non-owned and hired.

Comprehensive General Liability

\$ 1,000,000 Per Occurrence (Including products and completed operations liability)

Worker's Compensation

Coverage A State of South Carolina Statutory

Coverage B Employers Liability

Umbrella Liability \$ 1,000,000 Per Occurrence in excess of Auto, CGL and Employers Liability

Errors and Omissions Liability (Professional Liability)

\$ 1,000,000 Per Occurrence

6.0 Evaluation Criteria

Provided information related to eligibility shall be reviewed prior to proposal evaluation. Only proposals from eligible firms will be considered for evaluation. Qualifications will be evaluated using criteria as listed below in order of relative importance:

- a. Experience of professional personnel to be assigned to the project
- b. Related experience and past performance on similar projects
- c. Creativity and insight related to the project
- d. Knowledge of current conditions relevant to biosolids master planning.

7.0 Submittals

Packages should be no more than twenty-five (25) pages in length. Please prepare a cover letter no longer than two (2) pages, signed by an authorized representative of the firm. The table of contents will follow the cover letter (the cover letter and table of contents are not included in the overall page count). Pages shall be 8.5"x11" with the exception charts, photos, and exhibits which may utilize 11"x17" folded to 8.5"x11".

To be considered, Packages (6 color hard copies) and one (1) CD copy should be mailed or delivered to:

Purchasing Department
Renewable Water Resources
561 Mauldin Road
Greenville, SC 29607
#422-08/02/18 RFQ BIOSOLIDS MASTER PLANNING SERVICES

8.0 Due Date and Inquiries

Qualifications must be received no later than **2:00 p.m. local time, September 4, 2018**. Questions should be directed to Stephanie Selman at 864-299-4000 ext. 274 or via e-mail at StephanieS@re-wa.org by **August 28, 2018 at 5:00 p.m.** No other ReWa personnel shall be contacted regarding this project. ReWa will not be responsible for or bound by any prior oral instructions made by an employee(s) of ReWa regarding this solicitation.

9.0 Terms and Conditions

All aspects of this solicitation shall be governed by the Procurement Code adopted by ReWa. The highest ranked firm shall be expected to sign a Professional Agreement as per the provided template. ReWa reserves the right to amend provisions within the Professional Agreement as mutually agreed by the parties.

INSTRUCTIONS TO RESPONDENTS

1. All aspects of this solicitation shall be governed by the Procurement Code adopted by ReWa.
2. Response amendments thereto or withdrawal requests received after the time advertised for opening will be void regardless of when they were mailed.
3. Attach complete specifications for and permitted substitutions offered, or when amplification is desirable or necessary.
4. If specifications or descriptive papers are submitted with the response, enter respondents name thereon.
5. If applicable, unit prices shall govern over extended prices, and written out prices shall govern over numeric prices, unless otherwise stated in notice.
6. Responses must be based upon payment 30 EOM. Discounts for payment in less than thirty (30) days will not be considered in making award.
7. In case of Respondent's default ReWa reserves the right to purchase any or all items/services in default on open market, charging Respondent with any excessive costs.
8. The right is reserved to reject any response in which the delivery time indicated is considered sufficient to delay the operation for which the goods/services are intended.

In compliance with solicitation, and subject to all conditions, thereof, the undersigned offers and agrees to, if this response is accepted.

Company Name:

Phone:

Fax:

Address:

Response signed in writing by

Signature:

Printed Name:

Title:

Response Date: