

# **TOWN OF OLD LYME REQUEST FOR QUALIFICATIONS**

January 31, 2013

## **Section I Summary of Request for Qualifications**

The Town of Old Lyme is seeking statements of qualifications from professional consultants and or firms to evaluate wastewater treatment needs of high density residential areas adjoining sensitive environmental resources in the town. The evaluation will include, but may not be limited to, evaluation of potential off-site treatment in areas where site conditions for on-site systems may not be sufficient to allow compliance with current public health code standards and long-term protection of public health and the environment; identification and detailed evaluation of potential community system sites; and recommendations, both structural and administrative, for a long-term community wastewater management system and program.

## **Section II Definition of Scope for the Project**

The firm will use the Town's "**Shoreline Area Treatment and Dispersal Alternatives Analysis**" **Report dated 10/2/2012** as a basis for this undertaking. This report is attached to this RFQ Attachment # 1 and is available along with this RFQ on the Town website: <http://www.oldlyme-ct.gov/> under current projects for all applicants to review.

The selected engineering firm will first create a report that will identify, investigate and evaluate possible sites for the critical effluent dispersal component for a local plan that could serve the maximum number of properties in the Old Lyme Shoreline Area as identified. The previously referenced report has identified but not evaluated three potential sites which are to be evaluated.

The engineering firm will work with the CT Department of Energy and Environmental Protection (DEEP), The CT Department of Health and other agencies, to ensure compliance with applicable regulations. The engineering firm will also conduct a public participation program consisting of several workshops with affected property owners.

The areas to be serviced by this project within the Town of Old Lyme are:

- East to West from Billow Road to Corsino Avenue and Cross Lane, north to south from the railroad tracks to the beachfront on Long Island Sound.
- East to West from Biscayne Blvd. to Robbins Avenue, Prospect Street and West End Drive and North to South from Route 156 to the beachfront on Long Island Sound.
- The White Sands Beach area east to west from Brighton Road to Springfield Road and north to south from Old Shore Road and to the beachfront on Long Island Sound including Seaside Lane.
- Mapping and information on the potential expansion within the designated areas to be serviced will be provided.

## **Section II Definition of Scope for the Project (Continued)**

The engineering report will address: the severity and extent of wastewater needs within the project area, potential alternatives for addressing those needs, the potential impact to homeowners and town infrastructure of each alternative and an environmental impact assessment of each alternative. The discussion of each alternative shall include but not be limited to system performance and reliability, life cycle costs; costs for design, construction, financing, land acquisition, annual operations & maintenance and should include references on comparable wastewater system facilities.

The Town of Old Lyme reserves the right to retain the firm for the design and construction of said engineering plan in the RFP stage.

## **Section III Criteria for Evaluation of Qualifications**

### **A. Project Considerations**

- An Appointed Wastewater Management Task Force has been created to work with, oversee and monitor progress of the selected consultant/firm on behalf of the Old Lyme Board of Selectmen
- The selected firm will have appropriate financial resources, manpower, and liability insurance to undertake the study and must show a track record that demonstrates accurate past project forecasting, the ability to maintain key personnel during projects and the ability to meet previously identified deadlines.
- The selected firm will demonstrate a focused expertise on community waste water solutions that will retain precious natural resources and meet or exceed water quality standards. The ideal firm will demonstrate the design capabilities to provide a sustainable solution to address rising sea levels and changing environmental concerns with energy efficient and cost effective community based solutions.
- The selected firm will demonstrate previous successful experience working with State and Federal funding agencies to procure funding assistance for municipal projects.
- Experience is preferred with the design of septic tank effluent gravity (STEG) and/or pump (STEP) systems. If applicable specify the system size, number of homes or housing units.
- Experience is preferred with alternate sewer technology in coastal (beach zone) locations with variable or seasonal volume; with the design and approval of wastewater drip disposal, dispersal systems. (If applicable, specify how many designed, what capacity, when designed, where, how many have been approved and constructed, and specify products, manufacturers, system sizing for variable input, scalable design and phasing).
- Experience is preferred with the design of sanitary sewers and collection system components following the criteria set forth in the 2011 edition of the "Guides for the design of wastewater treatment works", also known as TR-16; prepared by the New England Interstate Water Pollution Control Commission (NEIWPCC).

## B. Minimum Requirements for Application

- Experience with design and approval of community subsurface disposal systems in Connecticut and or other states. Firms must include in their submission how many designed, what size/capacity, when (years), how many have been approved, and how many constructed.
- Experience with the design of standard or alternative sewer collection systems (gravity and force main) Include how many, size – capacity in linear feet, pump stations, holding tanks, sizing, construction specs, drawings, RFPs and oversight.
- Applications must include LEED Certification, civil, sanitation and or appropriate engineer professional licenses, accreditation, and or endorsement, proof of detailed professional certifications for all individuals assigned to this project
- Experience on projects with a construction value of greater than \$250,000.00
- Identify key personnel to be assigned to this project. Include their respective fields of study and their resume. Identify a project manager as a single point of contact for town officials for communication and review.
- Provide references with contact information (minimum two) and an accounting of any legal proceedings including judgments for or against the firm/consultant.

## **Section IV Submission**

Interested consultants/firms should submit a sealed envelope with one (1) hard copy of a statement of qualifications including the above criteria and one (1) electronic copy to the following email address: [selectmansoffice@oldlyme-ct.gov](mailto:selectmansoffice@oldlyme-ct.gov) or 10 additional hard copies in place of an electronic copy in the sealed envelope. Sealed statements of qualifications must be received at the Selectman's Office in Memorial Town Hall, Town of Old Lyme, 52 Lyme Street, Old Lyme, CT 06371 by 2 PM, Wednesday, 20 February 2013.

A contract for professional services will be made by the Board of Selectmen. The Town of Old Lyme reserves the right to reject any and all proposals or to waive any informality in the proposal process, if deemed in the best interest of the Town.

Questions regarding this RFQ should be referred by email to [selectmansoffice@oldlyme-ct.gov](mailto:selectmansoffice@oldlyme-ct.gov) with the words "Questions for Wastewater Management RFQ" in the subject heading. All Questions must be received within 7 days after the publication of this RFQ and the answers will be posted no later than 14 days after the publication of this RFQ on the Town website <http://www.oldlyme-ct.gov/> under "Current Projects"

Any contract awarded under this request for qualifications is expected to be funded in part by the State of Connecticut, Department of Energy and Environmental Protection, subject to requirements contained in Section 22a-482-4(h), (i), and (o) of the regulations of Connecticut State Agencies, including MBE/WBE participation. The State of Connecticut will not be a party to this request for qualifications or any resulting contract.