

10-23-23 Posting Date
LUC-Oregon WTP Expansion
PID No. N/A
City of Oregon, Ohio
Response Due Date: 11-17-23

Communications Restrictions

Please note the following policy concerning communication between Consultants and the City of Oregon during the announcement and selection process:

During the time period between advertisement and the announcement of final consultant selection, communication with consultants (or their agents) shall be limited as follows:

Communications which are strictly prohibited:

Any discussions or marketing activities related to this specific project.

Allowable communications include:

Technical or scope of services questions specific to the project or RFP requirements.

Project Description

The City of Oregon is currently seeking qualification statements from professional engineering firms to provide professional services to conduct various analyses for a Feasibility Study and Preliminary Design for the Water Treatment Plant (WTP) Expansion Project.

The purpose of the project is to expand the Oregon Water Treatment Plant from 16 million gallons per day (MGD) to 32 MGD. A Feasibility Study is needed to evaluate various alternatives to increase raw water supply, storage, treatment capacity, and determine the degree of expansion over time (a phased approach), all subject to future industrial development and funding opportunities. Once the Feasibility Study is approved, a Preliminary Design is necessary to further develop cost estimates and design details to submit grant and loan applications.

Estimated Construction Cost: TBD

Required Prequalification: None

Selection Subfactors

Consultants must have extensive and varied experience in providing analysis and design for water treatment facilities. Consultant's past experience with projects that have applied both standard and innovative approaches to address a variety of design challenges for water treatment facilities.

The Feasibility Study and Preliminary Design are to be completed and on file with the City of Oregon within eighteen (18) months from the date of authorization.

Estimated Date of Authorization

It is anticipated that the selected Consultant will be authorized to proceed by December 12, 2023.

Suspended or Debarred Firms

Firms included on the current Federal list of firms suspended or debarred are not eligible for selection.

Compliance with Title VI of the Civil Rights Act of 1964

The City of Oregon, in accordance with Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, all bidders including disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, sex, age, disability, low-income status, or limited English proficiency in consideration for an award.

Selection Procedures

The City of Oregon will directly select a consultant based on the Letter of Interest (Lol). The requirements for the Lol and the Programmatic Consultant Selection Rating Form that will be used to select the consultant are shown below.

Firms interested in being considered for selection should respond by submitting three (3) paper copies and one (1) electronic copy of the Letter of Interest to the following address **by 4:30 PM on the response due date** listed above.

**Paul Roman, Director of Public Service
City of Oregon
5330 Seaman Road
Oregon, Ohio 43616
proman@oregonohio.org**

Responses received after 4:30 PM on the response due date will not be considered.

Scope of Services

The Scope of Services document is included below. A detailed scope of services will be developed once the top consultant is determined.

Additional project information can be found at the following site:
<https://oregonohio.org/departments/engineering/bidding-information/>

Requirements for Letters of Interest, Programmatic Selection Process

A. Instructions for Preparing and Submitting a Letter of Interest

1. Provide the information requested in the Letter of Interest Content (Item B below), in the same order listed, in a letter signed by an officer of the firm. Do not send additional forms, resumes, brochures, or other material.

2. Letters of Interest shall be limited to ten (10) 8½" x 11" single sided pages plus three (3) pages for the Project Approach (Item B.5 below).

One page maximum personnel resume of the Project Manager or key staff members may be included over and above the page limit.

3. Please adhere to the following requirements in preparing and binding letters of interest:
 - a. Please use a minimum font size of 12-point and maintain margins of 1" on all four sides.
 - b. Page numbers must be centered at the bottom of each page.
 - c. Use 8½" x 11" paper only.
 - d. Bind letters of interest by stapling at the upper left-hand corner only. Do not utilize any other binding system.
 - e. Do not provide tabbed inserts or other features that may interfere with machine copying.

B. Letter of Interest Content

1. A statement of the firm's qualifications to provide the requested services. Describe the expertise and experience of your firm in providing the proposed services on projects of similar size. Identify and describe three (3) projects which your firm has completed over the past five (5) years that have similarities and relevance to this proposed project and scope of services. Provide a list of at least five (5) references, including name, address and telephone number of previous clients on projects with a similar scope of work.
2. Provide a list of at least five (5) references, including name, address and telephone number of current and/or previous clients on projects with a similar scope of work.
3. List the Project Manager and other key staff members, including key subconsultant staff. Include project engineers for important disciplines and staff members that will be responsible for the work, and the project responsibility of each.

Address the experience of the key staff members on similar projects, and the staff qualifications relative to the selection subfactors noted.

List any Sub-consultants that might be employed on the project along with the consultant's qualifications. List key sub-consultant personnel who will work on the project, their technical competence and related specialized experience.
4. Describe the capacity of your staff and their ability to perform the work in a timely manner, relative to present workload, and the availability of the assigned staff.
5. Provide a description of your Project Approach, not to exceed four (4) pages. Confirm that the firm has visited the site and address your firm's: 1) Technical approach; 2) Understanding of the project; 3) Qualifications for the project; 4) Knowledge and experience concerning relevant local, state and federal regulations, standards, procedures and guidance documents; 5) Innovative ideas;

6) Project specific plan for ensuring increased quality, reduced project delivery time and reduced project costs.

Items 1 thru 4 must be included within the 10-page body of the Lol. Remaining space within the ten (10) pages may be utilized to provide personnel resumes or additional information concerning general qualifications. One page maximum personnel resume of the Project Manager or key staff members may be included over and above the page limit.

Consultant Selection Rating Form for Programmatic Selections

Project: **Water Treatment Plant (WTP) Expansion Project**
 Project Type: **Water & WTP**

Selection Committee Members:
Director of Public Service -Oregon
Deputy City Engineer -Oregon
WTP Superintendent -Oregon

Firm Name: _____

Category	Total Value	Scoring Criteria	Score
Management & Team			
Project Manager	10	See Note 1, Exhibit 1	
Strength/Experience of Assigned Staff including Subconsultants	25	See Note 2, Exhibit 1	
Firm's Current Workload/ Availability of Personnel	10	See Note 4, Exhibit 1	
Consultant's Past Performance	30	See Note 3, Exhibit 1	
Project Approach	25		
Total	100		

If Applicable: Adequate good faith efforts made to meet DBE goal? Y / N

Exhibit 1 - Consultant Selection Rating Form Notes

1. The proposed project manager for each consultant shall be ranked, with the highest ranked project manager receiving the greatest number of points, and lower ranked project managers receiving commensurately lower scores. The rankings and scores should be based on each project manager's experience on similar projects and past performance for the City of Oregon and other agencies. Any subfactors identified should be weighed heavily in the differential scoring.

Differential scoring should consider the relative importance of the project manager's role in the success of a given project. The project manager's role in a simple project may be less important than for a complex project, and differential scoring should reflect this, with higher differentials assigned to projects that require a larger role for the project manager.

2. The experience and strength of the assigned staff, including subconsultant staff, should be ranked and scored as noted for Number 1 above, with higher differential scores assigned on more difficult projects. Any subfactors identified in the project notification should be weighed heavily in the differential scoring.

As above, other agencies may be contacted.

3. The consultants' past performance on similar projects shall be ranked and scored on a relative, differential scoring type basis, with the highest ranked consultant receiving a commensurately greater number of points.

The differential scoring should consider the complexity of the project and any subfactors identified in the project notification.

4. The consultant's workload and availability of qualified personnel, equipment and facilities shall be ranked and scored on a relative, differential scoring type basis. The scoring shall consider quantifiable concerns regarding the ability of a firm (or firms) rated higher in other categories to complete the work with staff members named in the letter of interest.

**CITY OF OREGON
PROJECT PLANNING DOCUMENTATION
FOR THE OREGON WATER TREATMENT PLANT EXPANSION PROJECT**

Introduction and Purpose:

The City of Oregon Water Treatment Plant and Distribution System is a regional public water system that serves several communities and counties including; City of Oregon, City of Northwood, Lake Township (Wood County), Jerusalem Township (Lucas County), Village of Millbury (Wood County), Village of Harborview (Lucas County), and the Village of Genoa (Ottawa County).

The purpose of the project is to expand the Oregon Water Treatment Plant from 16 million gallons per day (MGD) to 32 MGD. A Feasibility Study is needed to evaluate various alternatives to increase raw water supply, storage, treatment capacity, and determine the degree of expansion over time (a phased approach), all subject to future industrial development and funding opportunities. Once the Feasibility Study is approved, a Preliminary Design is necessary to further develop cost estimates and design details to submit grant and loan applications.

Existing Situation:

The City of Oregon withdraws water from the western basin of Lake Erie. The submerged timber frame crib is located approximately 1.5 miles offshore from the Low Service Pumping Station near Reno Beach. Water is conveyed to the Low Service Pumping Station in a 48-inch diameter intake conduit beneath the bottom of Lake Erie. Potassium permanganate is currently added at the intake bell below the crib to control zebra mussels and for taste and odor benefits. The Low Service Pumping Station includes two travelling water screens and four vertical turbine pumps with nominal rated capacities of 8 mgd, 10 mgd, 17 mgd and 17 mgd. Powdered activated carbon is added just downstream of the pumps at the station. Water is pumped through a 36-inch diameter raw water pipeline approximately 4.5 miles to the Water Treatment Plant at 935 North Curtice Road.

The Oregon Water Treatment Plant is a conventional lime-soda ash softening plant that is rated at 16 mgd with two 8 mgd treatment trains. Treatment trains provide rapid mixing, flocculation, sedimentation, softening and recarbonation. The treatment trains discharge into a common 16 mgd filter area. There are eight dual cell filters rated at 2.0 gpm per square foot with support gravel, sand and anthracite. The original 8-mgd treatment plant was constructed in 1964 and the plant was expanded to 16-mgd in 2004.

In 2015, the City increased raw water pumping capacity to 24 MGD and provides up to 6 MGD of raw water to the Oregon Clean Energy Power Plant on a continual basis.

In 2018, the City of Oregon added ozone treatment between the existing sedimentation basins and the gravity filters. The ozone system equipment includes ozone generator and power supply unit, liquid oxygen storage, vaporization, nitrogen boost, cooling water systems, ozone destruct system, and ozone diffusion contacting facilities, and ozone quenching chemical feed. The current ozone system can treat up to 24 MGD capacity.

The City has 7.5 million gallons of underground finished water storage at the water treatment plant. The City's distribution system includes two elevated tanks with a total storage of 3.0 million gallons. The Coy Road Elevated Tank stores 1.0 million gallons and the Lallendorf Road Elevated Tank stores 2.0 million gallons.

Future Conditions:

The city plans for local waterline replacement projects as shown in the following table. These projects will address pressure and breakage issues in localized areas.

City of Oregon Master plan of Waterline Projects				
<u>Project Area</u>	<u>LF of Replacement</u>	<u>Design</u>	<u>Construction</u>	<u>Estimate</u>
Waterline Replacement Program (2026) - Stadium (Navarre to Stadium)	18407	2025	2026	\$ 3,107,586.10
Waterline Replacement Program (2029) - Southshore - Phase 4	15753	2028	2029	\$ 2,906,130.45
Waterline Replacement Program (2032) - Starr, Mountainbrook, Brynhaven, Eastmoreland 2nd, Wheeling	14299	2031	2032	\$ 2,882,499.05
Waterline Replacement Program (2035) - Oregon Park Subdivision, East Highland Subdivision, Schmidlin and Athens	14094	2034	2035	\$ 3,104,627.12
Waterline Replacement Program (2038) - Starr Avenue Addition	10206	2037	2038	\$ 2,456,645.09
Waterline Replacement Program (2041) - Euclid Park and Starr Avenue	13080	2040	2041	\$ 3,215,663.94
Waterline Replacement Program (2044) - Eastwyck	7703	2043	2044	\$ 2,213,961.68

The following table shows population information for Oregon and surrounding jurisdictions. Population data is from the Toledo Metropolitan Area Council of Governments (TMACOG) Area-wide Water Quality Management 208 Plan dated December 2021. This does not accurately represent the population served since not all residents within these jurisdictions receive water from Oregon. The estimated population currently served by the Oregon WTP is 30,000.

Oregon Area Population		
	2020	2030
Oregon, entire jurisdiction	19,950	21,535
Harbor View, entire jurisdiction	89	76
Millbury, entire jurisdiction	1,193	1,351
Northwood, entire jurisdiction	5,160	5,207
Jerusalem Township, entire jurisdiction	2,895	2,815
Lake Township, entire jurisdiction	11,160	7,450
Genoa, entire jurisdiction	2,262	1,870

Based on the City's Water Distribution System Study in 2006 current water demands, and planned industrial development, projected water demands are summarized below:

Projected Potable Water Demands		
Year	Average	Maximum Day (mgd)
2020	9.41	13.48
2025	9.69	14.54
*2030	14	23
2035	16	25

In addition to the above potable water demands, up to 6 MGD of additional raw water is pumped to the OCE Power Plant currently.

* A second power plant is planned to be built between 2026 and 2030 and will use potable water in lieu of raw water. The maximum water demand will be 6 MGD with an average demand of 3MGD. Other industrial developments will occur in the same time frame with additional demand of 1 to 2 MGD.

Until the WTP is expanded, the power plant and any other large industrial development may be served with Toledo Water, subject to City of Oregon approval and Toledo's available water capacity, for any water demand beyond Oregon's Treatment capacity.

Funding:

The project will be funded with a combination of income tax dedicated for capital improvements, water revenue for operation, OPWC grant and loan, and a new capital improvement charge to finance or pay project loans.

Compliance Schedule:

The system is not out of compliance therefore a compliance schedule is not necessary.

Consultant Scope of Services:

The basic scope of services is to assist the City in conducting various analyses for the Feasibility Study and Preliminary Design. A detailed scope of services will be developed once the top consultant is determined.

1. The Engineer shall conduct various analyses to determine the best option to increase raw water supply with the City of Oregon's current system versus purchasing raw water from City of Toledo through their low service pump station. The analyses shall also include an emergency interconnect with Toledo's raw supply as a minimum.
2. The Engineer shall conduct various analyses to determine size and best location for finished water storage per phase or degree of expansion.
3. The Engineer shall conduct various analyses to determine minimum requirements to expand the trunk water distribution to accommodate each phase or degree of expansion.
4. The Engineer shall conduct various analyses to determine all requirements to expand the current water treatment plant, including the continual supply of raw water to the OCE Power Plant and meeting all current EPA regulations and recommendations or best practices for future treatment.

City Services:

1. City staff will be responsible for administering the project and overseeing the consultant's work on this project. Representatives of the City's Department of Public Service and Water Treatment Plant will review plans and other documents prepared by the consultant.
2. Make available any data from City records, such as previous studies and reports, plans, specifications, shop drawings, etc.
3. Provide access to and make all provisions for the CONSULTANT to enter upon public and private property as required.

Schedule:

	<u>Start Date</u>	<u>End Date</u>
Feasibility Study	12-12-23	9-13-24
Preliminary Design	9-16-24	6-13-25