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AlexRenew.com f @ in

August 23, 2024

## RFP-25-001: Basic Ordering Agreement (BOA) for Professional Engineering Services

#### Addendum No. 1

Respondents shall acknowledge receipt of this Addendum on the RFP Checklist in Attachment C of the Request for Proposals (RFP) with submittal of the Proposal. Failure to do so may result in the rejection of the Proposal.

Addendum No.1 to RFP-25-001 consists of following:

- Two (2) pages of text;
- The list of attendees and copy of the presentation from the optional Information Session and Site Tour held on August 20, 2024.

Respondents shall make the following changes to all pertinent sheets, pages, and paragraphs of RFP-25-001. Additions and modifications have been marked with an underline and deletions have been marked with a strikethrough.

- A. Amend Paragraph 3.4.C.3 as follows:
  - 1. Tertiary Systems Upgrade Project Owner's Advisor Lead. A <u>Virginia-licensed professional engineer with experience leading an Owner's Advisor team licensed and qualified individual</u> who will provide knowledge and expertise to serve in the lead role for Owner's Advisor for the Tertiary Systems Upgrade Project as described in Section 2.5. <u>It is anticipated that the Owner's Advisor Lead will be co-located with AlexRenew for three (3) days a week during the procurement, preconstruction, and design phases up to the 90% design.</u>
- B. Amend Paragraph 3.4.D.2 as follows:
  - Full resumes (up to 2 pages in length for the Project Manager, up to 1 page in length for all other Key Personnel) in Appendix A highlighting experience in the proposed role and clearly stating their role on this Project, include a small headshot of the individual.
     Only provide resumes for Key Personnel –resumes for non-Key Personnel will not be accepted.

#### Response to Respondent's Questions

Q1: During the pre-proposal meeting, there was a statement that for the OA position, the selected firm's engineer will be "embedded" in the project team. Can you please explain the

- expectations for the time commitment and working location of the OA role? Is the intention to have this person collocated at AlexRenew?
- A1: The Owner's Advisor is expected to serve as an extension of the Owner and must be able to respond to Owner and/or project needs immediately (e.g., within 1 to 2 hours). Co-location will depend on the project phase and/or needs. We would anticipate that the Owner's Advisor Lead is co-located/on-site three (3) days a week during the procurement, preconstruction, and design phases up to the 90% design.
- Q2: Section 3.4 Team Organization and Commitment notes that the Tertiary Systems Upgrade Project Owner's Advisor Lead should be "licensed and qualified." Would DBIA certification be acceptable as being "licensed and qualified"?
- A2: The Owner's Advisor Lead shall be a Virginia-licensed professional engineer with experience leading an Owner's Advisor team who will provide knowledge and expertise to serve in the lead role for Owner's Advisor for the Tertiary Systems Upgrade Project. DBIA certification is not required.
- Q3: If tab dividers were used, would they be included in the overall page count?
- A3: No, tab dividers will not be included in the overall page count.



### **Meeting Sign-in**

Meeting Title: RFP 25-001 - BOA for Engineering Services – Preproposal Meeting and Site Tour

Date:

8/20/2024

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No.	Name	Company	Phone	E-mail
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6	JOHN MOGETTIGAN	BC	703 -867 -4984	
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## Today's presentation is for information only

- RFP will remain the governing document
- Only an official addendum will modify the RFP
- Any questions received at today's Preproposal Meeting may be answered verbally. However, oral statements may not be relied upon and will not be binding or legally effective.

## Presentation outline

- AlexRenew Background
- BOA for Professional Engineering Services Anticipated Scope of Services
- Draft Professional Services Contract Terms and Conditions
- Procurement Process



## Today's Speakers



Felicia Glapion

Chief Engineering Officer



Caitlin Feehan

Chief Administrative Officer



Kevin Pilong

Engineering Manager



Paul Carbary

Senior O&M Advisor (Site Tour Lead)



## **ABOUT ALEXRENEW**

Purifies 13 billion gallons of wastewater at its facility each year

Serves over 300,000 customers in Alexandria and Fairfax County

\$1 billion 10-year Capital Improvement Program

Independent authority

Governed by a 5-member citizen Board





# ALEXRENEW STRATEGIC GOALS

### **Operational Excellence**

Taking proactive steps to meet current and future challenges

### **Thriving Workforce**

Investing in our staff and fostering a culture of belonging

### **Environmental Sustainability**

Being good stewards of our resources to minimize our impact on the environment

### **Commitment to Community**

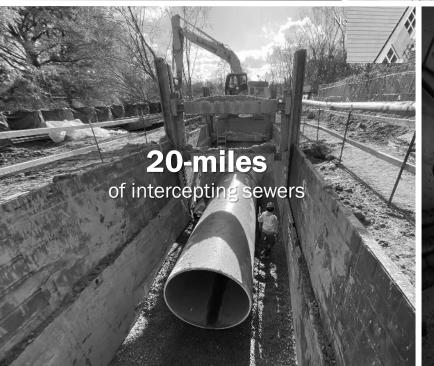
Strengthening connections with the public and providing affordable service

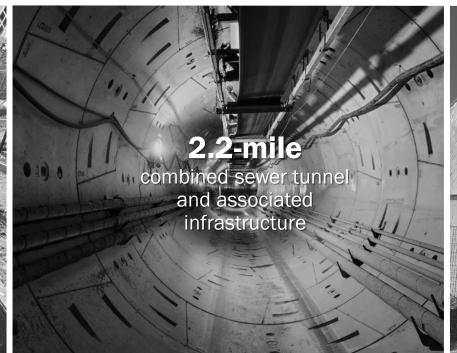
### **Strategic Partnerships**

Promoting watershed-level thinking through collaboration and advocacy

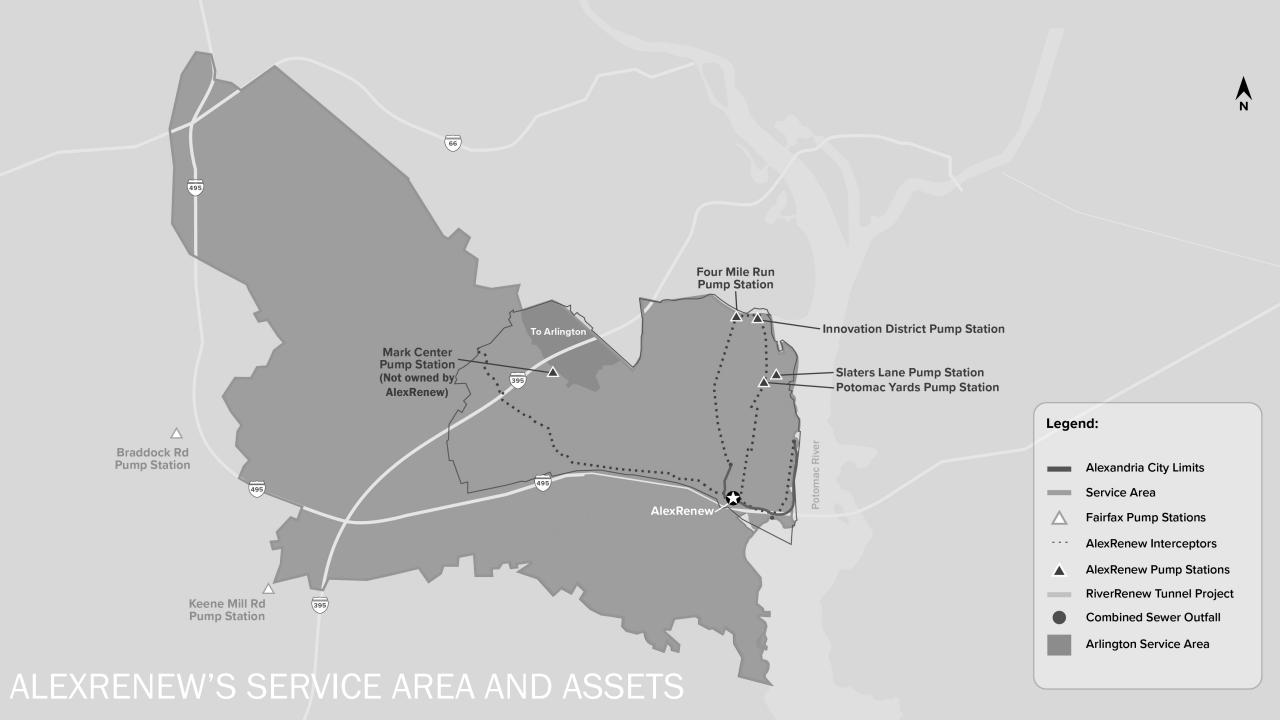
AlexRenew's \$1.2 billon of assets











## ENGINEERING BASIC ORDERING AGREEMENTS OVERVIEW

### ANTICIPATED SCOPE

- Owner's Advisor for Tertiary System Upgrade Project
- Job Order Contract design support
- WRRF load study (including additional capacity)
- Electrical and HVAC upgrade planning

#### **CONTRACT TYPE**

Professional engineering services

### **CONTRACT LIMITS**

- \$2.5 million for any single project
- \$10 million per year

### CONTRACT DURATION

- January 2025 January 2026
- Renewable for up to 3 additional years

- Environmental justice policy and implementation support
- Environmental sustainability implementation support
- Capital improvement programming, planning, and reporting



### **SCOPE OF WORK**

- Filter media replacement
- Filter rehabilitation
- Tertiary settling tank equipment upgrades
- Valve replacement

### **DELIVERY METHOD**

Progressive design-build

### **ESTIMATED CONSTRUCTION COST**

• \$30 million (Class V estimate)

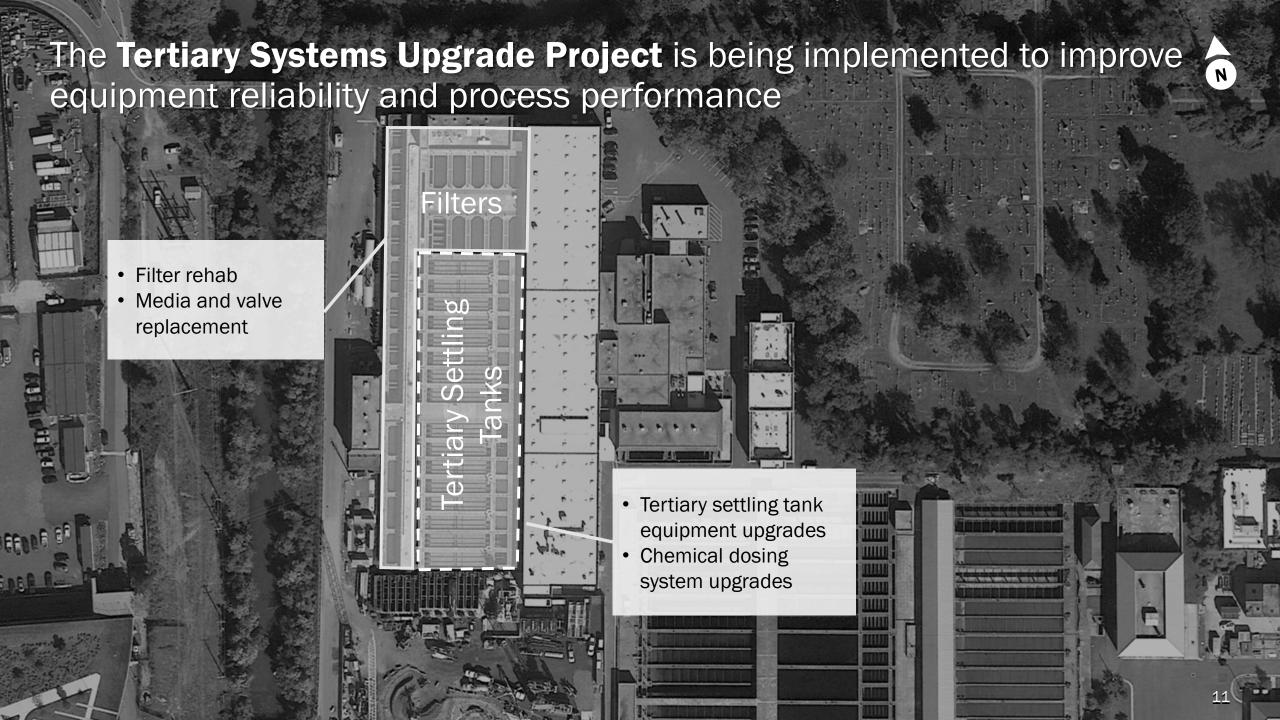
### **SCHEDULE**

- Request for Qualifications: February 2025
- Notice to Proceed: November 2025

## TERTIARY SYSTEMS UPGRADE PROJECT

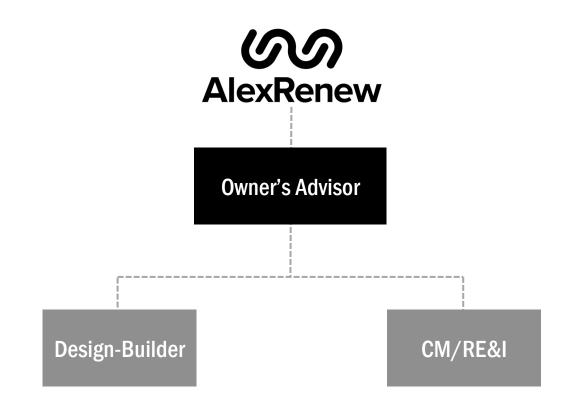


**Tertiary Settling Tanks at AlexRenew** 



## SCOPE OF OWNER'S ADVISOR SERVICES FOR TERTIARY SYSTEMS UPGRADE PROJECT

- Procurement Assistance
  - Managing the process
  - Participating in proprietary meetings
  - Technical advisory role
- Preconstruction and Design Phase Assistance
  - Reviews of designs, costs and schedule
  - Supporting Owner in coordinating with Design-Builder
- Construction Phase Assistance
  - Submittal reviews, change management
  - Supporting Owner in coordinating with Design-Builder and CM/RE&I

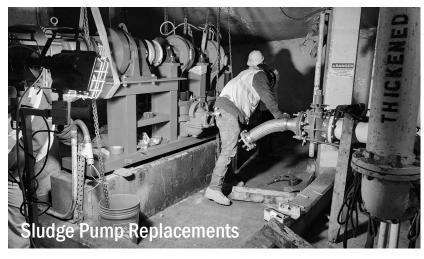


Respondent providing OA services is precluded from pursuing Tertiary Systems Upgrade Project Progressive Design-Build



## SCOPE OF JOB ORDER CONTRACT SUPPORT







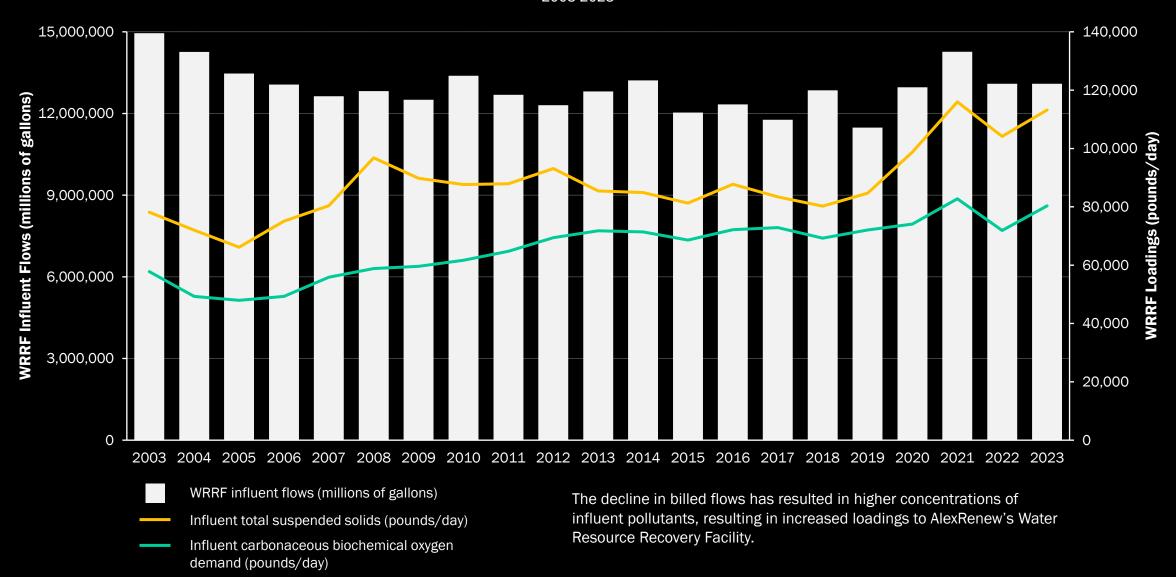


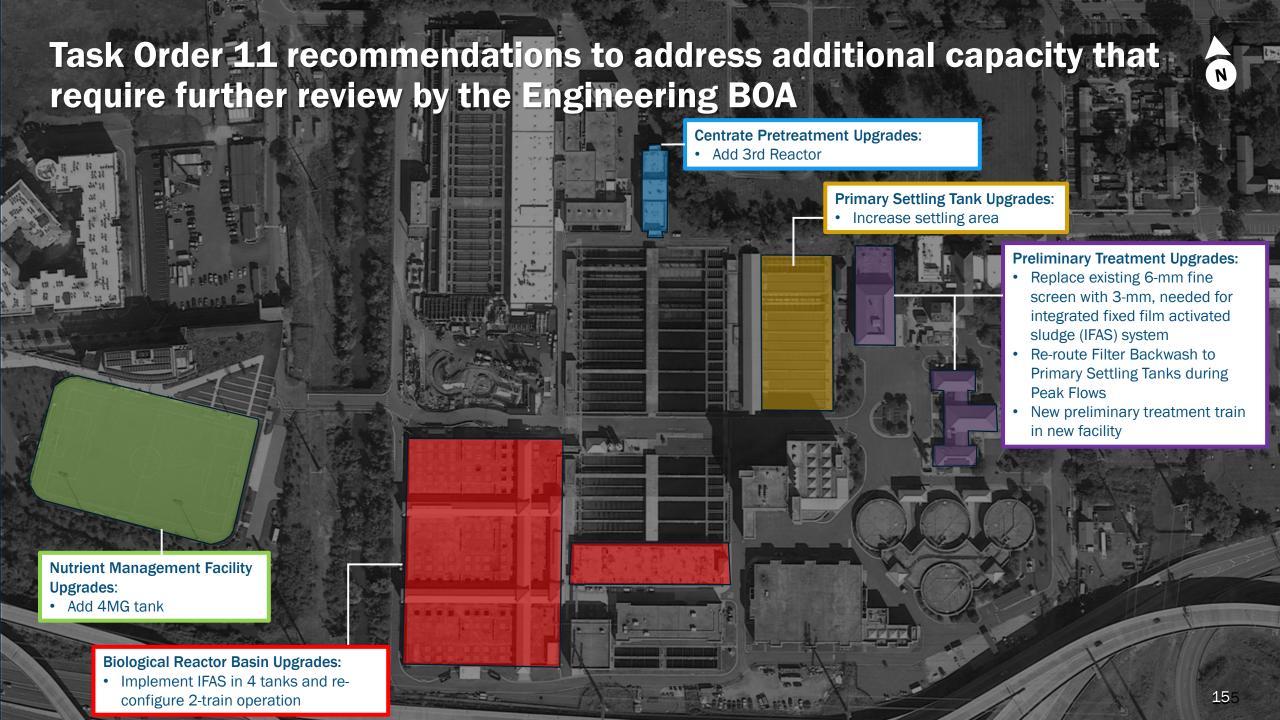


#### **AlexRenew**

## WRRF INFLUENT LOAD TRENDS

2003-2023



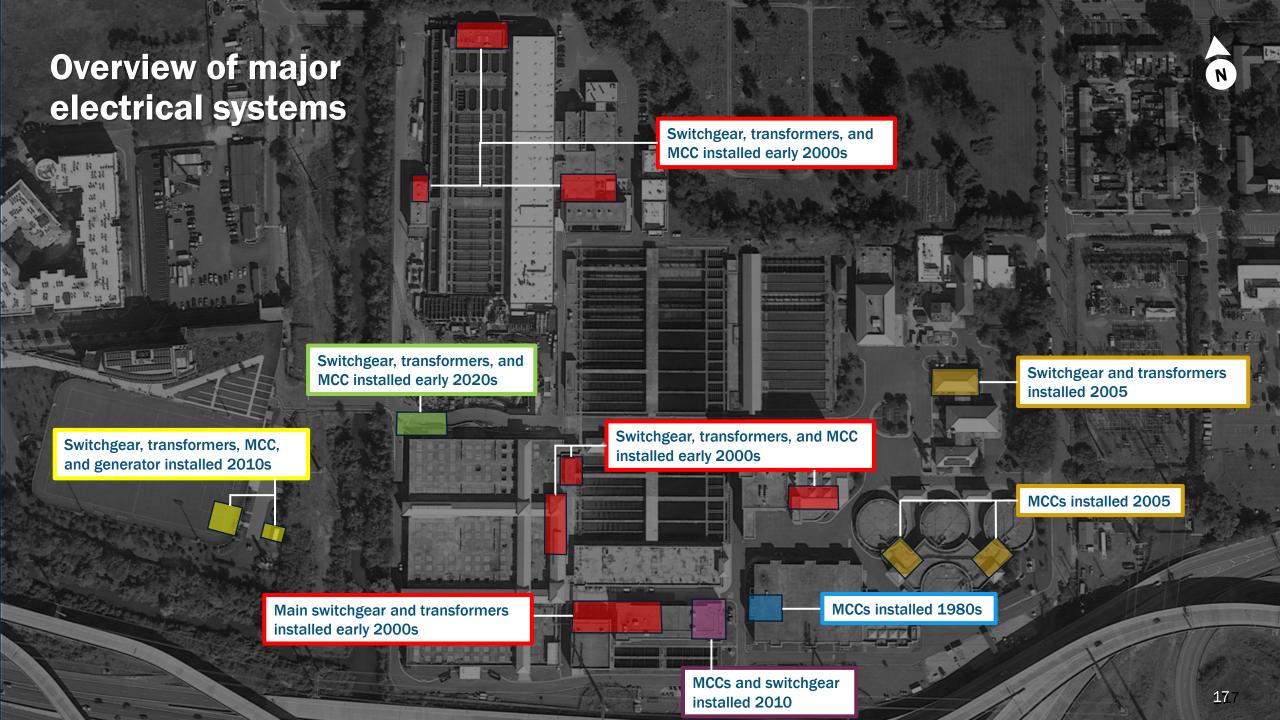


## PLANT PERMIT LIMITS AND WASTE LOAD ALLOCATIONS

Permit Parameter	Waste Load Allocation (lbs/yr)	Concentration at 54 MGD (mg/l)	Concentration at 58 MGD (mg/l)
Total Nitrogen (Annual)	493,381	3.00	2.79
Total Phosphorus (Annual)	29,603	0.18	0.17
Total Suspended Solids (Monthly)	N/A	6.0	5.5

Anticipated scope: perform a loadings study to evaluate data, assess, and develop plans for potential CIP projects







## ENVIRONMENTAL JUSTICE IMPLEMENTATION SUPPORT

### **Current AlexRenew actions**

- Board adopted policy in December 2023
- Performing assessment on existing infrastructure, programs, and projects to identify potential disproportionate impacts

## Support needed

- Implement assessment outcomes into organization
- Assist in the development and/or implementation of identified strategies, guidance, trainings, and programs

#### ഗ്ര City of Alexandria, Virginia Sanitation Authority Board Adopted Policy AlexRenew Title: Environmental Justice Page 1 of 2 Date of Revision: Date of Adoption: December 19, 2023

AlexRenew affirms and commits to pursuing the goals of environmental justice to prevent and mitigate disproportionate environmental impacts of its activities on the community it serves. AlexRenew firmly believes that everyone is entitled to safe sanitation and clean waterways at an affordable rate, that no group should bear a disproportionate share of environmental burdens, and that all groups should benefit equitably from environmental improvements resulting from AlexRenew's programs.

Environmental justice is the equitable treatment and meaningful engagement of our residentsinclusive of all races, cultures, lifestyles, neighborhoods, and incomes—so we may advance our mission in managing the community's wastewater without placing disproportionate environmental burdens on those we serve. Our work for environmental justice should be intentional and impactful.

As a single-purpose utility established to manage the community's wastewater, AlexRenew operates and maintains infrastructure that is designed to protect public health and improve the environment. AlexRenew's environmental justice commitment will be guided by meaningful engagement and informed actions to best serve our community. As such, AlexRenew commits to the following actions to promote the goals of environmental justice:

- Assess AlexRenew's existing infrastructure, programs, and projects to identify any potential disproportionate environmental disparities and impacts on those we serve. Develop strategies to address those disparities and impacts through operations and capital investments, including
- Conduct environmental justice training on a routine basis to ensure staff are equipped with the appropriate resources to understand the importance, issues, and impacts of AlexRenew's
- Develop and implement guidance on the inclusion of environmental justice considerations procedures, and outcomes in appropriate AlexRenew programs.
- Meaningfully engage stakeholders from a broad cross-section of the community, including socioeconomically vulnerable residents and groups that have been underrepresented in past decision-making processes, during all phases of major programs that have potential to impact
- Practice active listening to understand community impacts associated with AlexRenew's
- Develop diverse and culturally appropriate communication strategies to ensure that stakeholders can participate in decisions and actions that may impact our community.
- Create engaging and intentional educational programs to ensure that residents understand the value of their investment in clean water.
- Make decisions with an understanding of the community's residents, history, and econom
- Develop funding strategies to support equitable and affordable sewer rates within our legal abilities, while implementing and advocating with the City and other utilities for initiatives that offer financial assistance to those in need.

https://alexrenew.com/environmental-justice-policy



## ENVIRONMENTAL SUSTAINABILITY SUPPORT

2024-2029 Strategic Plan Objectives	FY2025 Task	Metric
Integrate sustainability into infrastructure investments and operations	<ul> <li>Develop organizational-wide sustainability plan</li> <li>Develop requirements for designers (consultants) to perform baseline energy consumption assessment prior to executing upgrade projects</li> </ul>	<ul><li>Completed</li><li>Draft by 6/30/2025</li></ul>
	<ul> <li>Update sustainable purchasing policy</li> <li>Enhance recycling and e-waste disposal practices</li> </ul>	<ul><li>Finalize by 6/30/2025</li><li>e-Waste pickup event 4/2025</li></ul>
Strive toward net carbon zero operations	Improve accuracy of greenhouse gas inventory tool	<ul> <li>Update GHG emissions inventory tool by 6/30/25</li> </ul>
·	Conduct power monitoring pilot study	<ul> <li>Install power monitors on IPS pumps by 2/28/25; determine whether to implement for other plant processes systems by 6/30/25</li> </ul>
	<ul> <li>Investigate opportunities for onsite renewable energy generation</li> </ul>	<ul> <li>Implement CHP system onsite; investigate opportunities to increase solar power by 6/30/2025</li> </ul>



## — DRAFT PROFESSIONAL SERVICES CONTRACT TERMS AND CONDITIONS

#### **Format**

- Based on Engineer's Joint Contract Documents Committee (EJCDC) Agreement Between Owner and Engineer for Professional Services – Task Order Edition E-505
- To be issued via Addendum.

### **Professional services agreement**

- 1 year term, with option for 3 additional years
- Task order pricing:
  - Rates established with each individual task order and remain for duration of individual task order
  - Multiplier based on an audited overhead rate
- Invoicing and payments
- Insurance requirements



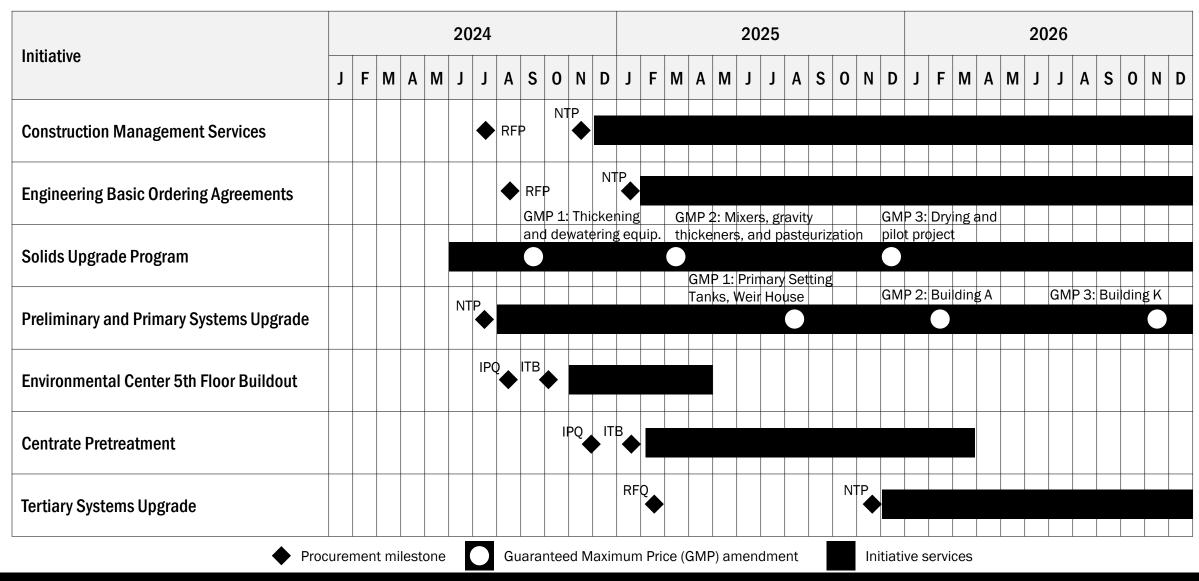
## DRAFT EXAMPLETASK ORDER PRICE

Name	Role	Hours	Labor Rate	Multiplier*	Labor Cost
Name 1	Project Manager	25	\$200	2.5	\$12,500
Name 2	Lead Wastewater Engineer	50	\$150	2.5	\$18,750
Name 3	Engineer	100	\$100	2.5	\$25,000
	,			Labor Subtotal	\$56,250
Other Direc	t Costs				
Item			Cost		
				Travel	\$5,000
				ODC Subtotal	\$5,000
				Total Task Order Price	\$61,250

\*Multiplier = Profit + FAR Indirect Cost Rate (Established and set as part of Contract)



## SCHEDULE OF UPCOMING INITIATIVES





## RFP-25-001 PROCUREMENT TIMELINE



## RFP-25-001 EVALUATION CRITERIA

## **Team Organization** and **Key Personnel**

- Overall organizational structure
- Organizational structure specific to Tertiary System Upgrade as Owner's Advisor
- Narrative on Respondent's ability and capacity to perform
- Key Personnel and experience
  - Project Manager
  - Lead Wastewater Engineer
  - Tertiary Systems Upgrade Project Owner's Advisor Lead
  - Sustainability Lead
  - Capital Improvement Program (CIP) Specialist

## 60 points

## Approach and Related Experience

- Approach to Delivering:
  - Wastewater treatment plant design services
    - One (1) HVAC system upgrade example project
    - One (1) electrical system upgrade example project
    - One (1) general experience example project
  - OA services with one (1) example project
  - Sustainability assistance with one (1) example project
  - CIP planning support with one
     (1) example project

## 35 points



 Narrative of Respondents experience with one example project

5 points



## PROCUREMENT NEXT STEPS

**September 17.** Last day to submit questions

September 24. Last day for addenda

October 1. Proposal submission electronically by 2:00PM

to BOA-25-001@alexrenew.com





To learn more, visit www.alexrenew.com