

AlexRenew

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Request for Qualifications for:

Tertiary Systems Upgrade Project (Design-Build)

RFQ-25-004

April 8, 2025

Statement of Qualifications shall be only submitted electronically via e-mail to Igor Scherbakov, Procurement Manager, at Tertiary-25-004@alexrenew.com on or before 2:00 PM ET, May 20, 2025. Paper copies will not be accepted. AlexRenew will conduct an Information Session and Site Tour for this solicitation on April 15, 2025 from 10:00 AM to 12:00 PM ET at AlexRenew's Environmental Center, Conference Room 600.

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LIST OF ATTACHMENTS

ATTACHMENT A. ALEXRENEW BOARD OF DIRECTORS RESOLUTION APPROVING THE USE OF
DESIGN-BUILD FOR THE TERTIARY SYSTEMS UPGRADE PROJECT
(SEPTEMBER 2024)

ATTACHMENT B. RFQ-25-004 CHECKLIST

ATTACHMENT C. VIRGINIA SCC FORM

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1 INTRODUCTION

The City of Alexandria, Virginia Sanitation Authority d/b/a AlexRenew submits this Request for Qualifications (RFQ) to solicit Statements of Qualifications (SOQs) from those entities (Respondents) interested in contracting to serve as the Design-Builder for the Tertiary Systems Upgrade Project (Project). The purpose of this RFQ is to solicit information that will enable AlexRenew to determine which Respondents: (a) are best suited and qualified to successfully execute the design and construction of the Project; and (b) will be invited to submit Proposals in response to AlexRenew's Request for Proposals (RFP).

Respondent's SOQ must meet all requirements established by this RFQ. Requirements of this RFQ generally will use the words "shall", "will", or "must" (or equivalent terms) to identify a required item that must be submitted with a Respondent's SOQ. Failure to meet any RFQ requirement may render a Respondent's SOQ non-responsive. The extent to which a Respondent meets or exceeds evaluation criteria will be rated by AlexRenew and be reflective of AlexRenew's scoring (in its sole discretion) of the Respondent's SOQ.

1.1 Definitions

General and specific terms of reference used in this RFQ include, but are not limited to:

- A. **Construction Management Team.** Brown and Caldwell, with major subconsultant Schnabel Engineering, Inc.
- B. **Design-Build:** The project delivery method combining design and construction services under a single contract.
- C. **Design-Builder:** The entity entering into the Design-Build Contract with the Owner.
- D. **Design-Build Contract:** The agreement(s) between the Owner and the Design-Builder that will establish the terms and conditions for the performance of the design-build services.
- E. **Design-Build Team:** For purposes of this RFQ, includes Lead Contractor, Lead Designer, and professional subconsultants (if any).
- F. **Key Personnel:** For purposes of this RFQ, those individuals identified by Respondent under Section 3.6.
- G. **Lead Contractor:** The entity that has the primary responsibility for constructing the Project.
- H. **Lead Designer:** The entity that has the primary responsibility for the design of the Project.
- I. **Owner:** AlexRenew.
- J. **Owner's Advisor:** Carollo Engineers, Inc.
- K. **Procurement:** The Owner's process for selecting the Design-Builder.
- L. **Respondent:** The entity that submits an SOQ in response to this RFQ.
- M. **Request for Proposals (RFP):** The Owner's Request for Proposals, which will be issued to the Shortlist who are selected to proceed to the next phase of this Procurement.
- N. **Request for Qualifications (RFQ):** This Procurement document.
- O. **Shortlist:** The list of Respondents the Owner determines to be the best suited and qualified based on an evaluation of the SOQs.

- P. **Statement of Qualifications (SOQ):** The document submitted by a Respondent in response to this RFQ, including any completed forms, attachments, and exhibits.
- Q. **Tertiary Systems Upgrade Project (Project):** The various upgrades to AlexRenew's tertiary treatment and associated processes at the WRRF as described in Section 2.3.
- R. **Water Resource Recovery Facility (WRRF):** AlexRenew's wastewater treatment plant.

2 BACKGROUND INFORMATION

2.1 Overview of AlexRenew

Established in 1952 by the Alexandria City Council, AlexRenew's chartered mission is to clean wastewater and protect public health and the environment. AlexRenew is governed by an Alexandria City Council-appointed five-member citizen Board of Directors and is a political subdivision of the Commonwealth of Virginia created under the Virginia Water and Waste Authorities Act. AlexRenew is an independent, special-purpose government unit with administrative and fiscal independence from the City of Alexandria, located in Alexandria, Virginia. AlexRenew serves more than 300,000 people in the City of Alexandria and parts of Fairfax County, Virginia. It currently maintains capital assets valued at approximately \$1.2 billion and has a dry-weather design flow of 54 MGD and wet-weather design flow of 116 MGD.

2.2 Overview of AlexRenew's Liquid Treatment Process

AlexRenew's WRRF liquid treatment process consists of the following main processes: coarse screening, raw sewage pumping, fine screening, grit removal, grit and screenings loading, primary settling, biological nutrient removal, secondary settling, tertiary treatment, and UV disinfection. The liquid process facility layout at the WRRF highlighting the tertiary systems is presented in Figure 2.1.

Figure 2.2 provides a process flow schematic of the liquid treatment processes at AlexRenew. Raw wastewater first passes through a series of screens and grit separators to remove large and heavy solids. Screenings and grit are removed from the facility for disposal. Effluent from the grit separators then flows into the primary settling tanks for removal of suspended solids, fats, oils and grease. After primary settling, the water is pumped to biological reactor basins for nutrient removal and then to secondary settling tanks. Flow proceeds to the next step, tertiary treatment, which consists of tertiary settling tanks (TSTs) and gravity filters, before going through UV disinfection, post-aeration then discharging to Hunting Creek.

Process routing specific to the tertiary system consists of flow from the secondary settling tanks being pumped by the Intermediate Pump Station (IPS) to the TSTs. Each TST has a rapid mix basin, aluminum sulfate (alum) dosage system, three stages of flocculation, and a settling tank with inclined plates. Each tank is equipped with a sludge collector and a pumping system for the removal of settled solids. Tertiary effluent from the TSTs passes through the gravity filtration process prior to UV disinfection. A portion of the backwash waste, approximately 80%, is recycled back to the IPS wet well. The remaining backwash waste is pumped to the head of the plant.

Figure 2.1. AlexRenew's Liquid Treatment Process

Liquid Treatment Process.

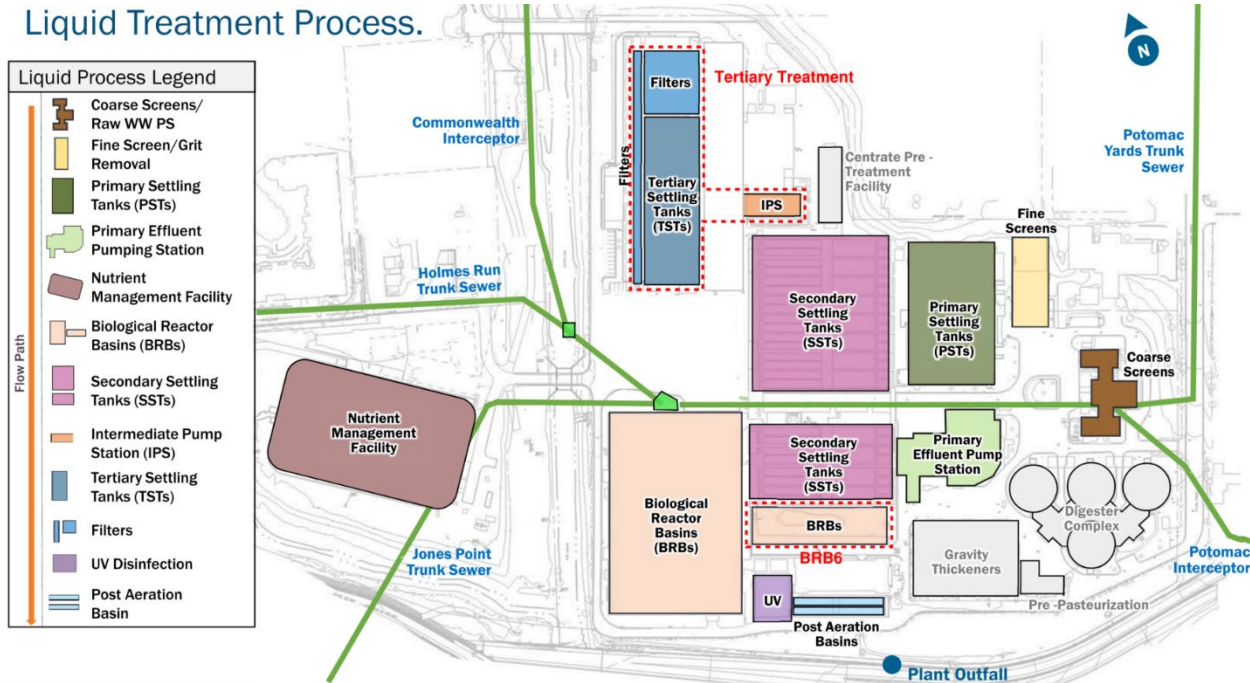
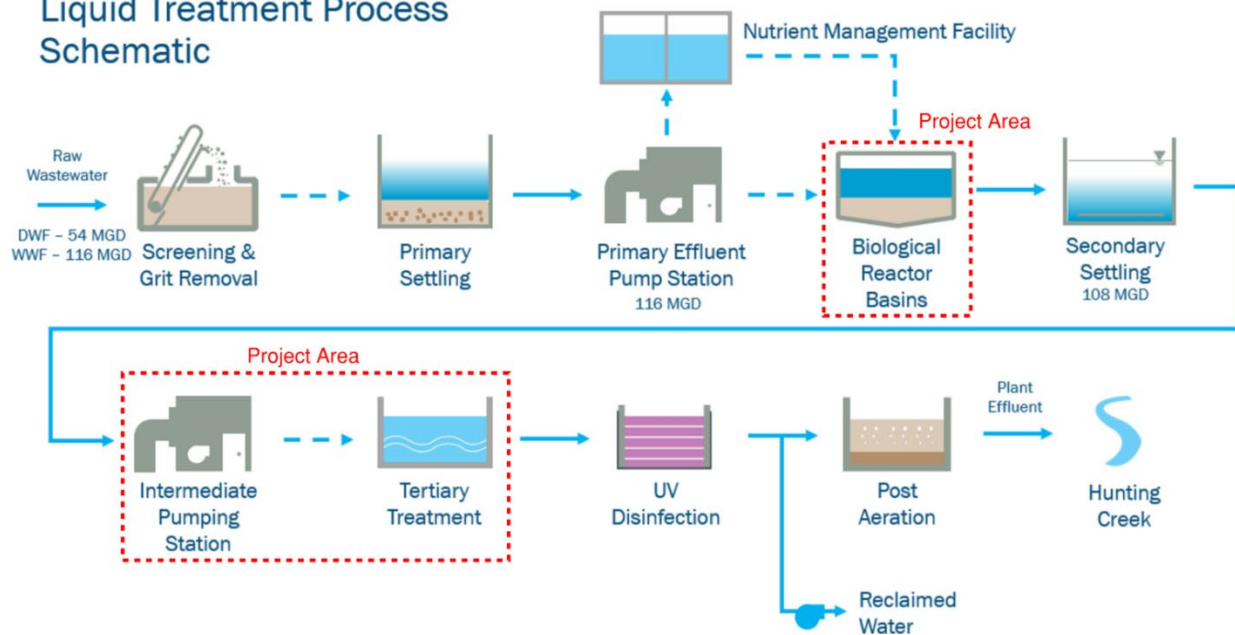


Figure 2.2. AlexRenew's Liquid Treatment Process Flow Schematic

Liquid Treatment Process Schematic



2.3 Tertiary Systems Upgrade Project

Several tertiary treatment process components at AlexRenew's WRRF are near the end of their useful lives. These components must be replaced or rehabilitated to mitigate the risks of equipment failure and system downtime. In addition, flows to the WRRF are expected to increase by four (4) MGD in the near future. To address the additional nutrient load associated with the increased flow, AlexRenew has elected to convert the twenty-two (22) existing conventional filters into denitrification filters, and anticipates the need of constructing up to six (6) additional denitrification filters. Also included in the Project is Biological Reactor Basin (BRB) No. 6 upgrades with aeration to support full nitrification.

The goal of the Project is to ensure operational reliability at the WRRF and maintain Virginia Pollutant Discharge Elimination System (VPDES) permit compliance. The Project is an element of AlexRenew's PhaseForward program that includes improvements throughout the WRRF being simultaneously conducted through four separate projects (including the Project). Project completion will be in coordination and consideration of the program activities and implementation of these and other projects.

Table 2.1 provides a summary of currently anticipated upgrades to be performed as part of this Project.

Table 2.1. Summary of Anticipated Tertiary System Upgrades

Component	Upgrade Description
Biological Reactor Basin (BRB) No. 6 Upgrades	<ul style="list-style-type: none"> Process air blowers, aeration piping, aeration diffusers, and associated appurtenances in the BRBs
Tertiary Settling Tanks (TST)	<p>Applicable to the existing eight (8) TSTs:</p> <ul style="list-style-type: none"> Clean settling plates and weirs Repair or replace degraded concrete in and around tanks Replace effluent stop plates (24) and tertiary settling tank drain gates and manual actuators (8) Replace baffles walls, rapid mixers, and flocculators Replace isolation, influent, and drain valves and piping Replace influent flow meters Replace alum tank level sensors with pressure level sensors Provide new controls for all new equipment Provide new on-line TSS monitoring sensors in the TST effluent channel Install new sludge collector mechanism Modification to the tertiary sludge recycle system
Existing Gravity Filters	<p>Applicable to the existing twenty-two (22) filters:</p> <ul style="list-style-type: none"> Replace media and gravel support for conversion to denitrification Replace valves and actuators Replace air piping, pumps, and blowers Structural inspection and repairs Filter trough refurbishment Replace underdrains Provide improvements to filter backwash recycle system, and to filter backwash sanitary sewer system
New Denitrification Filters	<ul style="list-style-type: none"> Construct concrete structure to house new denitrification filters, pipe gallery, and associated appurtenances Provide new controls for all equipment Site improvements

2.4 Owner's Advisor and Construction Management Team

AlexRenew engaged Carollo Engineers, Inc. as the Owner's Advisor for the Project in January 2025. The Owner's Advisor reports directly to AlexRenew. The Owner's Advisor provides technical services for the procurement, contracting, execution, and oversight associated with the Project. In November 2024, AlexRenew engaged Brown & Caldwell, with major subconsultant Schnabel Engineering, as the Construction Management Team for the PhaseForward program which includes the Project. As outlined in Section 8.5, the Owner's Advisor and Construction Management Team are precluded from participating in this Procurement as a member of any Respondent team.

2.5 Estimated Cost and Schedule

The value of the design and construction cost for the Project is currently estimated at \$120 million based on a conceptual level of design. It is anticipated that notice to proceed (NTP) will be issued in January 2026, with an anticipated final completion date of September 2030.

The estimates of the design and construction cost and schedule are approximations and are provided to assist interested participants in determining whether to submit an SOQ. Final schedule requirements will be incorporated into the Design-Build Contract.

2.6 Reference Documents

AlexRenew has made available the following reference documents in a SharePoint site for the purpose of preparing SOQs. AlexRenew is providing these documents only for the purpose of preparing SOQs and does not confer a license or grant for any other use. AlexRenew makes no representation as to the accuracy or completeness of any of the information included in the Reference Documents. The following Reference Documents are provided:

- A. AlexRenew WRRF Tertiary Settling Tanks Upgrade, Final Preliminary Engineering Report (GHD; August 26, 2024).
- B. Condition Assessment and Proposed Repair Plan Technical Memorandum, AlexRenew Effluent Filters (HDR; April 2, 2024).
- C. Alexandria Renew Enterprises, Contract Drawings for Effluent Filter Repairs, 60% Design (HDR; April 2024).
- D. Alexandria Renew Enterprises, Effluent Filter Repairs, Technical Specifications (HDR; April 2024).

To request access to the SharePoint site with these reference documents, please submit an email request with the subject “Request for Reference Documents SharePoint Access RFP-25-004” to Tertiary-25-004@alexrenew.com. The email should include the list of individuals who would like access including the individual’s name, company, and email address.

2.7 Respondent’s Scope of Work

The Design-Builder will establish a collaborative relationship with AlexRenew, the Owner’s Advisor, and the Construction Management Team to deliver quality design and construction of approved design packages on time and within budget. The Scope of Work is divided into two phases – Phase I: Preconstruction and Design Services and Phase II: Construction as highlighted below.

2.7.1 Phase I: Preconstruction and Design Services

During Phase I, the Design-Builder will complete the design and cost development of the identified upgrades. The Lead Contractor will be engaged with the Lead Designer during the design process to provide input on construction, phasing, and maintenance of plant operations (MOPO) in the planning and design of the upgrades. Anticipated scope for Phase I includes but is not limited to:

- A. **Project Meetings and Workshops.** Participate in regular meetings or workshops with the Owner and/or others as needed for onboarding, design/constructability reviews, scheduling, package development, or other coordination items.
- B. **Milestone Design Reviews and Workshops.** Participate in meetings or workshops related to key milestone design reviews to provide input.
- C. **Value Engineering, Constructability, and Packaging Reviews.** Perform regular informal value engineering, constructability, and packaging reviews of the design to identify, evaluate, and propose cost-effective alternatives and changes to improve Project constructability, and provide input on packaging.

- D. **Cost Model.** Develop a baseline cost model and supporting documentation that is regularly updated throughout Preconstruction and Design Services. Notify the Owner of any perceived cost impacts.
- E. **Schedule.** Develop a baseline schedule that is regularly updated throughout Preconstruction and Design Services. Notify the Owner of any perceived schedule impacts.
- F. **Equipment Pre-purchase.** Identify long-lead equipment procurement items, if any, and coordinate with Owner on how to prevent or minimize impacts to the Project, including pre-purchase.
- G. **Site Specific Investigations.** Plan and perform field investigations needed to validate existing site conditions, develop MOPO plans, and/or assess the condition of existing facilities. May include geotechnical, utility locates, cultural resource surveys, verification of as-built conditions, structural analysis, condition assessments, etc.
- H. **Plant Operations Interface.** Work with the Owner to develop a preliminary list of plant impacts and potential mitigations. Provide educational training to Owner staff.
- I. **Commissioning Plans.** Work with the Owner to establish a draft commissioning plan to capture any additions to the Project engineering and design that would facilitate commissioning and acceptance.
- J. **Phase II Construction Price Proposal and Contract Amendment.** Develop a Phase II Construction price proposal and Design-Build Contract amendment for submission and negotiation with the Owner.

2.7.2 Phase II: Construction

During Phase II, the Design-Builder will execute final design and construction on the scope identified in Section 2.3 while maintaining operations at the WRRF. The Work may include multiple work packages.

2.8 Anticipated Contract Terms and Conditions

The Design-Build Contract will be included with the RFP. It is anticipated that the Design-Build Contract terms and conditions will be based upon the family of documents published by the Design-Build Institute of America (DBIA), modified as appropriate for the Project.

2.9 Procurement Overview

Use of Design-Build was approved through a resolution adopted by AlexRenew's Board of Directors in September 2024 (Resolution) and provided as Attachment A to this RFQ. Design-Build was determined to be more advantageous than design-bid-build as further described in the Resolution.

Selection of the Design-Builder will be undertaken using a two-step process as authorized by Virginia Code § 2.2-4378 et seq., Construction Management and Design-Build Contracting. This RFQ and the subsequent SOQs submitted in response, represent the first step in the selection process. The SOQs will be used by AlexRenew to determine the Shortlist. AlexRenew anticipates that the Shortlist will consist of the three (3) highest ranked Respondents (Shortlisted Respondents). The Shortlisted Respondents will be invited to participate in the second step of the process and submit Proposals in response to the RFP.

The second step of the procurement process will entail the submission of a Technical/Management Proposal and a Sealed Price Proposal from each Shortlisted Respondent. The Sealed Price Proposal

is anticipated to include information that will be part of the evaluation process (e.g., the Design-Builder's corporate overhead and profit percentage for Phase II Services) and information that will not be part of the evaluation process (e.g. summary table of billing rates for Key Personnel and estimated costs for the Preconstruction and Design Services). It currently is anticipated that the evaluation process for the RFP will result in those elements of the Sealed Price Proposal that will be scored having a relative weight of fifteen (15) percent and the Technical/Management Proposal accounting for the remaining weighting. Additional details regarding the second step of the procurement process will be provided in the RFP.

During the second step of the procurement process, it is anticipated that AlexRenew will conduct two (2) confidential meetings with each Shortlisted Respondent to discuss design/construction approaches and contract terms and conditions in a confidential setting. Confidential meetings will be conducted pursuant to the requirements of the RFP.

2.10 Procurement Schedule

AlexRenew anticipates conducting the procurement process in accordance with the list of milestones outlined in Table 2.2. These milestones are subject to revision, and AlexRenew, at its sole discretion, reserves the right to modify the milestones as it finds necessary.

AlexRenew will conduct an Information Session and Site Tour for this RFQ at AlexRenew's Environmental Center, Conference Room 600 (Ed Semonian Board Room). Respondents are limited to five (5) participants per team at the Information Session and Site Tour.

BRING YOUR OWN PERSONAL PROTECTIVE EQUIPMENT INCLUDING A HARD HAT, SAFETY VEST, AND CLOSED SHOES FOR THE SITE TOUR.

Table 2.2. Procurement Schedule

Date	Activity
April 8, 2025	Issue RFQ
April 15, 2025	Information Session and Site Tour from 10:00 AM – 12:00 PM ET
May 6, 2025	Last Date to Submit Questions Regarding the RFQ, 2:00 PM ET
May 13, 2025	Last Date for Addenda
May 20, 2025	SOQ Submitted via E-mail to AlexRenew by 2:00PM ET
July 1, 2025	Notification of Shortlisted Respondents
July 8, 2025	Issue RFP
July–August 2025	Proprietary Meetings
September 16, 2025	Proposals Submitted to AlexRenew
January 2026	Contract Approval by AlexRenew Board of Directors
January 2026	Anticipated Notice to Proceed for Design-Build Contract

2.11 AlexRenew Point of Contact

AlexRenew's sole point of contact (POC) for matters related to the RFQ shall be Igor Scherbakov. AlexRenew's POC is the only individual authorized to discuss this RFQ with any interested parties, including Respondents. All communications outside of the Information Meeting and Site Tour and with AlexRenew's POC about the Project or this RFQ shall be in writing, as required by applicable provisions of this RFQ.

Igor Scherbakov

AlexRenew

Procurement Manager

Tertiary-25-004@alexrenew.com

Prior to the award of a contract resulting from this solicitation, Respondents are prohibited from contacting AlexRenew staff other than the AlexRenew POC identified above. Respondents are also prohibited from contacting any member of the AlexRenew Board of Directors and any other staff or entities contributing to the development of the Project. Any such contact may result in disqualification from participating in this procurement.

AlexRenew disclaims the accuracy of information derived from any source other than AlexRenew's POC, and the use of any such information is at the sole risk of the Respondent.

3 STATEMENT OF QUALIFICATIONS CONTENTS

This Section describes specific information that must be included in the SOQ. The structure and format for the presentation of SOQ information is described in Section 5.

3.1 General

The RFQ step of the procurement process is intended to enable Respondents to demonstrate their qualifications to perform the Project and to enable AlexRenew to evaluate those qualifications in arriving at a Shortlist. Respondents are advised that the SOQ should include specific information that will demonstrate the qualifications and experience required by this RFQ.

The SOQ will consist of all information required under this Section 3, in the order and format specified in Section 5.

Respondents are advised that AlexRenew reserves the right to conduct an independent investigation of any information, including prior experience and performance, identified in the SOQ by contacting project references, accessing public information, contacting independent parties, or any other means. AlexRenew further reserves the right to request additional information from a Respondent during the evaluation of that Respondent's SOQ.

If the Respondent has concerns about information included in its SOQ that may be deemed confidential, the Respondent shall adhere to the requirements set forth by Section 8.7.

Respondents are further advised that AlexRenew requires the following:

- A. **Contractor-led Design-Build Team.** The Design-Build Team shall be Contractor-led (i.e., Lead Contractor as the Design-Builder). Additionally, AlexRenew will not accept proposals from joint ventures or any other entity (e.g., limited liability company) that is comprised of more than one corporate entity.
- B. **Ability to self-perform.** The Design-Builder shall be capable of self-performing with its own labor and equipment at least fifty (50) percent of the construction work. The Design-Builder must have the capability to self-perform with its own labor and equipment installation of buried piping, structural concrete, process piping, process mechanical and other similar types of work.
- C. **Required licenses.** The Lead Contractor must be a licensed Class "A" contractor registered in the Commonwealth of Virginia and the Lead Designer must have an Engineer registered in the Commonwealth of Virginia.

The Respondent's team to be included in the SOQ shall be limited to the Lead Contractor, Lead Engineer, and professional services subconsultants (if any). No subcontractors that will perform construction work shall be included in the Respondent's team for purposes of the SOQ.

3.2 Cover Page

Include an SOQ cover that contains the Project title "Statement of Qualifications for Contract 25-004: Tertiary Systems Upgrade Project." The cover shall also include the name of the Lead Contractor and Lead Designer which make up the Respondent's team. The cover need not identify any other entities other than those identified in the preceding sentence, but may contain other items (photos, logos, etc.) at the discretion of the Respondent.

3.3 RFQ Checklist

Respondents shall complete the RFQ-25-004 Checklist provided as Attachment B and include it in the SOQ. The purpose of the RFQ Checklist is to aid the Respondent in ensuring all submittal requirements have been included in the Respondent's SOQ and to provide a page reference indicating the location of each submittal requirement in the SOQ. The RFQ Checklist is provided to assist the Respondent in preparing its SOQ as a guide only. It does not absolve the Respondent from meeting all requirements of the RFQ.

3.4 Table of Contents

Include a Table of Contents outlining the contents of the SOQ that allows for at least three (3) levels of content to address the level of detail provided in the document.

3.5 Submittal Letter

Each Respondent shall provide a Submittal Letter on Respondent's letterhead that formally conveys the SOQ to AlexRenew. The letter must be signed by the Respondent's authorized representative who is empowered to sign such material and to commit Respondent to the representations and obligations contained in the SOQ.

The Submittal Letter, which shall not exceed one (1) page, may include any information deemed relevant by the Respondent but must include the name, address, phone number(s), and e-mail address of Respondent's authorized representative.

3.6 Team Organization and Key Personnel

The Respondent shall provide sufficient information on corporate and Key Personnel qualifications to enable AlexRenew to understand and evaluate the Respondent's proposed Project team for both phases of the Work. The Respondent shall provide the following:

- A. A detailed narrative of the Respondent's ability and capacity to deliver the Phase I and Phase II Services and how the Respondent's organization functions to achieve that goal.
- B. A one-page organization chart illustrating the Respondent's structure for providing services under both phases (chart may be 11-inch by 17-inch if necessary) and details of "chain of command" responsibilities.
- C. A summary of the following Key Personnel. Key Personnel shall all have demonstrated experience in their proposed roles.
 1. **Project Manager.** Responsible for overall delivery of the Project including planning, design coordination and review, construction, and commissioning.
 2. **Design Manager.** Responsible for managing the design activities and ensuring coordination across all design disciplines and between design packages. The individual proposed for this position shall be registered as a licensed professional engineer registered in the Commonwealth of Virginia.
 3. **Preconstruction Manager.** Responsible for managing constructability reviews, permit setup, cost estimating, procurement, Phase II construction price development, and other tasks as needed.

4. **Construction Manager.** Responsible for managing the delivery of the construction phase of the project. Responsible for providing constructability reviews during design and managing the team resources and schedule to deliver the construction phase of the Project.
 5. **Lead Process Engineer.** Responsible for overseeing the process modeling and analysis, secondary and tertiary process optimization, defining the basis of the design parameters, and definition of the specific process upgrades, ensuring that all aspects of the design meet regulatory and performance requirements. The individual shall coordinate with the project team to troubleshoot and resolve any process-related issues during the construction and commissioning phases.
 6. **Tertiary Treatment Subject Matter Expert.** Responsible for directing the detailed process and mechanical design of the TSTs, filter upgrades and new filters. The individual shall be experienced with tertiary clarification and filtration, and biological denitrification.
- D. Provide information that summarizes the experience of the proposed Key Personnel, as well as Key Personnel reference projects and references as described below. Information should be provided in the table format shown in Table 3.1.
- Name of Key Personnel and firm;
 - Total number of years of experience and total number of years with the Lead Contractor or Lead Designer entity;
 - Reference Projects. Two (2) reference projects with emphasis on project(s) completed while employed with the current entity; and
 - References. Two (2) project references; one reference tied to each reference project.

Table 3.1. Summary of Key Personnel Experience

Key Personnel Role	Name	Years of Experience	Years with Entity	Reference Project(s)	Reference(s)
Project Manager	Firm/Staff name	Total years of experience	# years with entity	<ul style="list-style-type: none"> Project Name Proj. Owner Proj. Location Role on project One (1) sentence description of work performed 	<ul style="list-style-type: none"> Name Title Address Phone Email
				<ul style="list-style-type: none"> Project Name Proj. Owner Proj. Location Role on project One (1) sentence description of work performed 	<ul style="list-style-type: none"> Name Title Address Phone Email
Design Manager	“ ”	“ ”	“ ”	“ ”	“ ”
Preconstruction Manager	“ ”	“ ”	“ ”	“ ”	“ ”
Construction Manager	“ ”	“ ”	“ ”	“ ”	“ ”
Lead Process Engineer	“ ”	“ ”	“ ”	“ ”	“ ”
Tertiary Treatment Subject Matter Expert	“ ”	“ ”	“ ”	“ ”	“ ”

- E. Full resumes (up to two (2) pages in length) in Appendix A highlighting experience in the proposed role and clearly stating their role on this Project. Indicate Virginia license numbers and list current registrations in other US States for personnel required to be licensed professional engineers. Where proposed Design Manager is not currently licensed in the Commonwealth of Virginia, Respondents shall demonstrate that such personnel have applied for registration with the Virginia Department of Professional and Occupational Regulation (DPOR) and will be registered before submitting a proposal in response to the RFP. Upon completion of registration, Shortlisted Respondents shall provide license numbers to AlexRenew. Failure to comply with this condition may result in the elimination of a Shortlisted Respondent.

3.7 Related Project Experience

Provide sufficient information to enable AlexRenew to understand and evaluate the corporate experience of the Respondent on individual projects of similar scope and complexity. AlexRenew intends to evaluate Respondents based upon previous experience with the following:

- Key Personnel engagement on projects.
- Work at active wastewater treatment plants.
- Work associated with liquid processes and equipment, and in particular tertiary systems.

- D. Team members working together.
- E. Maintenance of plant operations and flow during construction.
- F. Corporate capability to self-perform work, including number and type of craft laborers employed by Respondent and types of equipment owned or typically leased and operated by Respondent's staff.

In accordance with Virginia Code § 2.2-4378 et seq., Construction Management and Design-Build Contracting, prior construction management or design-build experience will not be considered as a prerequisite or a factor considered for shortlisting.

3.7.1 Construction

Provide three (3) reference projects by the Lead Contractor that the Respondent considers most relevant for demonstrating the team's qualifications reflecting the listed elements in Sections 2.3, 2.5, and 3.7 A-F. These three (3) reference projects must have been constructed within the ten (10) years prior to the issuance date for this RFQ and be of similar size and scope to the Tertiary Systems Upgrade Project, by any method of project delivery. These may be the same as design reference projects (see Section 3.7.2) if the Lead Contractor and Lead Designer both worked on the same project.

Complete Table 3.2 and include Items A-H below, in the table or similar structure to encompass the required content. The table may be broken out for each project (for example, one project per page).

- A. The name, location, description, and total contract value of the project.
- B. The date the Reference Project started (notice to proceed date) and the actual project completion date.
- C. Indicate the Respondent's role and scope performed on the project.
- D. A brief description of work self-performed by the Respondent and estimation of the percentage of work self-performed.
- E. Contact information for a person representing the owner/client for the Reference Project who was in responsible charge of the project and is knowledgeable of the Respondent's role (include name, title, phone number, and e-mail).
- F. The delivery method (design-build, CMAR, design-bid-build, etc.) under which the Reference Project was constructed.
- G. Summarize the relevant technical scope elements (see Sections 2.3 and 2.5) similar to the Project.
- H. Identify significant challenges encountered and solutions provided during the project.

3.7.2 Design

Provide three (3) reference projects by the Lead Designer that the Respondent considers most relevant for demonstrating the team's qualifications reflecting the listed elements in Sections 2.3, 2.5, and 3.7 A-F. These three (3) reference projects must have been designed within the ten (10) years prior to the issuance date for this RFQ and be of similar size and program to the Tertiary Systems Upgrade Project, by any method of project delivery. These may be the same as construction reference projects (see Section 3.7.1) if the Lead Contractor and Lead Designer both worked on the same project.

Complete Table 3.2 and include Items A-G below, in the table or similar structure to encompass the required content. The table may be broken out for each project (for example, one project per page).

- A. The name, location, description, and total contract value of the project.
- B. The date the Reference Project started (notice to proceed date) and the actual project completion date.
- C. Indicate the Respondent's role and scope performed on the project.
- D. Contact information for a person representing the owner/client for the Reference Project who was in responsible charge of the project and is knowledgeable of the Respondent's role (include name, title, phone number, and e-mail).
- E. The delivery method (design-build, CMAR, design-bid-build, etc.) under which the Reference Project was constructed.
- F. Summarize the relevant technical scope elements (see Sections 2.3 and 2.5) similar to the Project.
- G. Identify significant challenges encountered and solutions provided during the project.

Table 3.2. Related Project Experience Summary

Project Name:			
Location:			
Project Description		Total Contract Value	
		Notice to Proceed Date	
		Actual Completion Date	
		Delivery Method	
		Percentage of Work Self-performed (for construction reference projects)	
		Owner/Client Reference	
		Organization	
		Name	
		Role	
		Phone	
E-mail			
Respondent's Role and Scope			
Relevant Technical Scope Elements			
Significant Challenges Encountered and Respondent's Solutions to Challenges			

3.8 Key Personnel Involvement in Reference Projects

Provide a table of Key Personnel and the reference projects to illustrate the involvement of the Key Personnel in the reference projects provided in response to Section 3.7. Include the specific role that the Key Personnel performed for each reference project.

Describe how the Key Personnel's experience serving in the roles for the reference projects will benefit the Owner and Project. Describe how the working relationship between the Lead Contractor and Lead Designer as developed through completion of reference projects will support collaboration, coordination of design and construction, and transparency to the Owner. In accordance with Virginia Code § 2.2-4378 et seq., Construction Management and Design-Build Contracting, prior construction management or design-build experience will not be considered as a prerequisite or factor considered for shortlisting.

3.9 Safety Program and Record

Submit a summary description of the Lead Contractor's safety program. Include a description of safety programs or procedures that would be applicable to the Project, including but not limited to worker safety, owner safety, and visitor safety. Submittals of complete safety manuals are not required nor desired.

Provide the following safety information and records for the Respondent:

- A. The current Workers' Compensation Experience Modification Ratio ("EMR") or Experience Modification Factor ("EMF"). The EMR or EMF is the workers' compensation insurance premium adjustment factor that has been calculated by the National Council on Compensation Insurance (NCCI) or other similar advisory organization or rating bureau. The EMR or EMF is calculated by comparing a company's actual workers' compensation loss data against average loss data for other employers in the same state who share the same industry classification code.
- B. The completed OSHA Form 300A "Summary of Work-Related Injuries and Illnesses" for the three (3) most recent years (include in SOQ as Appendix B).

3.10 Other Forms and Required Documents

3.10.1 SCC Registration

Execute and return the State Corporation Commission (SCC) Registration Form (provided as Attachment B) for the Respondent. Provide the name, registration number, and status. Include the SCC Registration Form in Appendix C.

3.10.2 Surety Letter

Include a letter from a surety company (with a Best's Financial Strength Rating of A-minus and Financial Size Category VIII or better by AM Best Company) in Appendix C stating that the Respondent can obtain a performance and payment bond based on the current estimated design and construction value referenced in Section 2.5, which bonds will cover the Project and any warranty periods. The letter shall clearly state the rating categorization noted above and reference the estimated design and construction value.

3.10.3 Financial History

If the Respondent has experienced one or more of the following incidences, Respondent shall provide a narrative (three (3) pages or less) to describe and/or explain the circumstances associated with such incidence (in Appendix C):

- A. The Respondent or any officer, director, or owner thereof that have had court judgements against them in the past ten (10) years for breach of contract.
- B. The Respondent has a record of significant noncompliance with past public contracts without justification within the past ten (10) years.
- C. The Respondent or any officer, director, owner, project manager, procurement manager or chief financial officer thereof have been convicted in the past ten (10) years of crimes related to construction contracting, such as fraud or procurement violations.
- D. The Respondent or any officer, director, or owner thereof are currently debarred from bidding or contracting by a public body, another state agency, or the federal government.

Any Respondent shall disclose any outstanding or threatened litigation or regulatory action or investigation that could adversely impact such entity's financial condition or ability to carry out and complete the obligations of the Design-Builder under the Design-Build Contract.

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4 EVALUATION OF THE STATEMENT OF QUALIFICATIONS

AlexRenew will review the SOQ for responsiveness to the requirements of this RFQ and evaluate all responsive SOQs according to factors and weightings outlined in Table 4.1.

Table 4.1. Evaluation Factors and Weighting

Factor	Weighting (percentage)
Team Organization and Key Personnel	50
Related Project Experience	30
Key Personnel Involvement in Reference Projects	15
Safety Program and Record	5

Each evaluation factor has an assigned maximum weight as indicated above. The Submittal Letter, Surety Letter, Financial History, and all additional requirements and submittals from Section 3.10 are considered pass/fail submissions. Respondents will be ranked from the highest to the lowest based on their final scores to determine the three (3) Shortlisted Respondents.

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5 STATEMENT OF QUALIFICATIONS SUBMITTAL REQUIREMENTS

This Section describes the submittal and format requirements that all Respondents must satisfy in submitting an SOQ. Failure of any Respondent to submit its SOQ in accordance with this RFQ may result in rejection.

5.1 Format

SOQ shall be organized as outlined in Table 5.1 and shall not exceed fifteen (15) page-equivalents.

Table 5.1. Statement of Qualifications Outline

SOQ Section	Contents	Does Section Count Toward Page Limit?
--	Cover Page	No
--	RFQ-25-004 Checklist	No
--	Table of Contents	No
1	Submittal Letter	No
2	Team Organization and Key Personnel	Yes
3	Related Project Experience	Yes
4	Key Personnel Involvement in Reference Projects	Yes
5	Safety Program and Record	Yes
Appendix A	Resumes	No
Appendix B	OSHA Form 300A	No
Appendix C	Other Forms and Required Documents	No

Pages shall be 8.5-inch by 11-inch with minimum of 0.75-inch margins. Minimum font size shall be 11 point. Figures and tables may use a minimum font size of 9 point. SOQs shall be in a single, searchable, Adobe Acrobat format (PDF). Format shall be in a layout to be printed on both sides, except cover pages and dividers.

Any 11-inch by 17-inch pages will count as two (2) page-equivalents and shall be formatted to print single-sided. All content shall be in English.

Unnecessarily elaborate materials beyond that sufficient to present a complete and effective SOQ are not desired.

5.2 Submission

SOQs must be delivered electronically via e-mail ONLY to the following contact, marked with the Respondent's name no later than the time and date deadline specified in this RFQ:

Igor Scherbakov

Procurement Manager

Tertiary-25-004@alexrenew.com

E-Mail Subject for SOQ Submission: RFQ-25-004 [RESPONDENT'S NAME]

SOQs received after the submission date and time prescribed herein will not be considered and will be returned to the Respondent. If confirmation of SOQ receipt is needed, please use the "Request Delivery Receipt" or similar email option when submitting SOQs. Paper copies of SOQs will not be accepted.

6 QUESTIONS AND ADDENDA

6.1 Questions and Clarifications

All questions and requests for clarification regarding this RFQ shall be submitted to AlexRenew's POC via e-mail only. No requests for additional information, clarification, or any other communication should be directed to any other individual.

NO ORAL REQUESTS FOR INFORMATION WILL RECEIVE A RESPONSE.

All e-mail communications to AlexRenew from Respondents shall specifically reference the correspondence as being associated with "Tertiary Systems Upgrade Project RFQ-25-004."

All questions or requests for clarification must be submitted by the due date and time set forth in Section 2.9. Questions or clarifications requested after such date and time will not be answered, unless AlexRenew elects, in its sole discretion, to do so.

6.2 Addenda

Changes to the RFQ, in the form of addenda, may be issued between the release and submission dates. Receipt and incorporation of all addenda into the SOQ must be acknowledged in the RFQ-25-004 Checklist. Notice of addenda will be posted on eVA at <http://www.eva.virginia.gov> and the AlexRenew website <http://alexrenew.com>. All potential Respondents are encouraged to monitor these web pages for the most current addenda.

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7 RIGHTS AND RESERVATIONS OF ALEXRENEW

In connection with this procurement, AlexRenew reserves to itself all rights (which rights shall be exercisable by AlexRenew at its sole discretion) available to it under applicable law, including without limitation, the following, with or without cause and with or without notice:

- A. The right to cancel, withdraw, postpone or extend this RFQ or the subsequent RFP in whole or in part at any time prior to the execution by AlexRenew of a Design-Build contract, without incurring any obligations or liabilities.
- B. The right to issue a new RFQ.
- C. The right to reject any and all submittals, responses, SOQs, and Proposals received at any time.
- D. The right to modify all dates set or projected in this RFQ.
- E. The right to terminate evaluations of responses received at any time.
- F. The right to suspend and terminate the procurement process for the Project, at any time.
- G. The right to revise and modify, at any time prior to the respective SOQ and Proposal submittal dates, factors it will consider in evaluating responses to this RFQ and the subsequent RFP and to otherwise revise its evaluation methodology. Should any modifications occur, Respondents will be notified.
- H. The right to waive or permit corrections to data submitted with any response to this RFQ until such time as AlexRenew declares in writing that a particular stage or phase of its review of the responses to this RFQ has been completed and closed.
- I. The right to issue addenda, supplements, and modifications to this RFQ, including but not limited to modifications of evaluation criteria or methodology and weighting of evaluation criteria.
- J. The right to permit submittal of addenda and supplements to data previously provided with any response to this RFQ until such time as AlexRenew declares in writing that a particular stage or phase of its review of the responses to this RFQ has been completed and closed.
- K. The right to hold meetings and conduct discussions and correspondence with one or more of the Respondents responding to this RFQ to seek an improved understanding and evaluation of the responses to this RFQ.
- L. The right to seek or obtain data from any source that has the potential to improve the understanding and evaluation of the responses to the RFQ, including the right to seek clarifications from Respondents.
- M. The right to permit Respondents to add or delete entities and/or Key Personnel until such time as AlexRenew declares in writing that a particular stage or phase of its review has been completed and closed.
- N. The right to add or delete Respondent responsibilities from the information contained in this RFQ or the subsequent RFP.
- O. The right to appoint and change appointees of any members of AlexRenew's evaluation team.
- P. The right to use assistance of technical and legal experts and consultants in the evaluation process.

- Q. The right to waive deficiencies, informalities and irregularities in an SOQ, accept and review a non-conforming SOQ, or seek clarifications or supplements to an SOQ.
- R. The right to disqualify any Respondent that changes its submittal without AlexRenew approval.
- S. The right to change the method of award between the advertisement of the RFQ and the advertisement of the RFP.
- T. The right to respond to all, some, or none of the inquiries, questions and/or requests for clarification received relative to the RFQ.

8 MISCELLANEOUS

8.1 No Obligations for Proposal Costs

AlexRenew assumes no obligations, responsibilities, nor liabilities, fiscal or otherwise, to reimburse all or part of the costs incurred or alleged to have been incurred by parties considering a response to and/or responding to this RFQ, or the subsequent RFP. All such costs shall be borne solely by each Respondent and its team members.

8.2 Competing Statement of Qualifications

A Respondent and its Affiliates, or a member of the Respondent's team and any Affiliates of such member, shall not be allowed to submit a competing SOQ as another Respondent, or as a member of another Respondent's team. The following definitions apply:

- A. "Respondent" is the entity that will enter into the Agreement with AlexRenew and does not include subcontractors and subconsultants that do not directly execute the Agreement with AlexRenew.
- B. "Affiliate" means with respect to any particular company or entity, a company or entity that: (a) owns and controls, directly or indirectly, such company or entity; (b) is owned and controlled, directly or indirectly, by such company or entity; or (c) is owned and controlled, directly or indirectly, by the same company or entity that owns and controls such company or entity. The term "control" for purposes of this definition means ownership, directly or indirectly, of fifty percent (50%) or more of the issued voting shares of a company or entity or ownership of equivalent rights to determine the decisions of such company or entity or having the right to appoint at least fifty percent (50%) of the members of the board of directors of such company or entity.

8.3 Licenses and Registrations

Each Respondent must include in its team a Virginia-licensed Class A Contractor and an engineer registered in the Commonwealth of Virginia. All licensures and registrations must be effective as of the date of receipt of the SOQ. Additional team members may require Class A licensing in Virginia at the RFP step of this two-step procurement process, depending upon the level of involvement either by percentage or value of work performed.

8.4 Obligation to Keep the Team Intact

The Key Personnel proposed by Respondent shall remain on the Respondent's team for the duration of the procurement process and, if the Respondent is awarded the Design-Build Contract, the duration of the Design-Build Contract. The Respondent shall not change or substitute any Key Personnel except due to voluntary or involuntary termination of employment, retirement, death, disability, incapacity, or as otherwise approved by AlexRenew. Any proposed change of Key Personnel must be submitted in writing to AlexRenew's POC, who, in their sole discretion, will determine whether to authorize a change. Unauthorized changes to the Respondent's team at any time during the procurement process may result in the elimination of the Respondent from further consideration. Job duties and responsibilities of Key Personnel shall not be delegated to others for the duration of the Design-Build Contract.

8.5 Conflict of Interest

Each Respondent shall require its proposed team members to identify potential conflicts of interest or a real or perceived competitive advantage relative to this procurement. Respondents are notified that prior or existing contractual obligations between a company and a federal or state agency relative to the Project may present a conflict of interest or a competitive advantage. If a potential conflict of interest or competitive advantage is identified, the Respondent shall submit in writing the pertinent information to AlexRenew's POC.

AlexRenew, in its sole discretion, will make a determination relative to potential organizational conflicts of interest or a real or perceived competitive advantage, and its ability to mitigate such a conflict. An organization determined to have a conflict of interest or competitive advantage relative to this procurement that cannot be mitigated, shall not be allowed to participate as the Design-Builder for the Project. Failure to abide by AlexRenew's determination in this matter may result in an SOQ or Proposal being declared non-responsive.

Any entities currently participating in the capacity of Owner's Advisor or Construction Management Team for the Project are precluded from participating in this procurement. Due to servicing in these capacities and/or other engagements with AlexRenew, the following entities are deemed to have a conflict, which prevents such entities from submitting SOQs in response to this solicitation or subsequent Proposals in response to the RFP: Carollo Engineers, Inc., Brown and Caldwell, Schnabel Engineering, Inc., McGuireWoods LLP, and Capital Project Strategies.

8.6 Ethics in Public Contracting Act

AlexRenew may, in its sole discretion, disqualify the Respondent from further consideration for the award of the Design-Build Contract if it is found after due notice and examination by AlexRenew that there is a violation of the Ethics in Public Contracting Act, § 2.2-4367 of the Virginia Code, or any similar statute involving the Respondent in the procurement of the contract.

8.7 Virginia Freedom of Information Act

All SOQs submitted to AlexRenew become the property of AlexRenew and are subject to the disclosure requirements of § 2.2-4342 of the Virginia Public Procurement Act and the Virginia Freedom of Information Act (FOIA) (§ 2.2—3700 et seq. of the Code of Virginia). Respondents are advised to familiarize themselves with the provisions of each Act referenced herein to ensure that documents identified as confidential will not be subject to disclosure under FOIA. In no event shall AlexRenew be liable to a Respondent for the disclosure of all or a portion of an SOQ submitted pursuant to this request not properly identified as confidential.

If a Respondent has special concerns about information which it desires to make available to AlexRenew but which it believes constitutes a trade secret, proprietary information, or other confidential information exempted from disclosure, such Respondent should specifically and conspicuously designate that information as such in its SOQ and state in writing why protection of that information is needed. The Respondent should make a written request to this effect to AlexRenew's POC as part of its SOQ package. The written request shall:

- A. Invoke such exemption upon the submission of the materials for which protection is sought;
- B. Identify the specific data or other materials for which the protection is sought;

- C. State the reasons why the protection is necessary; and
- D. Failure to take such precautions prior to submission of an SOQ may subject confidential information to disclosure under the Virginia FOIA.

Respondents shall not designate as trade secrets or proprietary information (a) the Respondent's entire SOQ; (b) any portion of the SOQ that does not contain trade secrets or proprietary information; or (c) any line item or total prices. Nothing contained in this provision shall modify or amend requirements and obligations imposed on AlexRenew by applicable law, and the applicable law(s) shall control in the event of a conflict between the procedures described above and any applicable law(s).

In the event AlexRenew receives a request for public disclosure of all or any portion of an SOQ identified as confidential, AlexRenew will attempt to notify the Respondent of the request and AlexRenew's determination about whether any portion of a SOQ identified as confidential by the Respondent can be withheld from disclosure. AlexRenew will come to its own determination whether or not the requested materials are exempt from disclosure.

Because of the confidential nature of the evaluation and negotiation process associated with this Project, and to preserve the propriety of each Respondent's SOQ, it is AlexRenew's intention, subject to applicable law, not to consider a request for disclosure until after AlexRenew's issuance of a Notice of Intent to Award. Respondents are on notice that once a Design-Build Contract is executed, some or all of the information submitted in the SOQ may lose its protection under the applicable Virginia law.

8.8 Compliance with the Law in Virginia

Failure to comply with the law with regard to those legal requirements in Virginia (whether federal or state) regarding a Respondent's ability to lawfully offer and perform any services proposed or related to the Project may render an SOQ submittal or RFP submittal, in the sole and reasonable discretion of AlexRenew, non-responsive and/or non-responsible, and in that event such SOQ submittal or RFP submittal may not be considered for selection of contract award.

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Attachment A

AlexRenew Board of Directors Resolution Approving the use of Design-Build for the Tertiary Systems Upgrade Project (September 2024)

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Resolution Approving the Use of Design-Build for the Tertiary Systems Upgrade Project

WHEREAS, Virginia Code Ann. § 2.2-4382 (2024) requires a local public body to adopt a resolution for the use of construction management or design-build on a per project basis in advance of issuing a Request for Qualifications; and

WHEREAS, AlexRenew operates a state-of-the-art wastewater treatment plant with strict permit limits for nitrogen, phosphorus, total suspended solids, and other pollutants to meet reductions set by the Chesapeake Bay Total Maximum Daily Load;

WHEREAS, AlexRenew leverages a third, highly-automated advanced treatment stage, consisting of a series of plate settlers, settling tanks, 22 mixed-media filters, valving, pumps, and complex control networks (the “Tertiary System”) to meet its strict permit limits;

WHEREAS, Tertiary System upgrades are required to ensure the reliability, functionality, and level of service of the wastewater plant;

WHEREAS, Tertiary System upgrades must be completed while the wastewater plant remains active and access to the system is constrained, requiring complex siting arrangements for cranes, construction equipment, and plant traffic;

WHEREAS, construction activities and shutdowns associated with Tertiary System upgrades present risk to plant operations, level of service, safety, and permit compliance;

WHEREAS, project delivery through the traditional design-bid-build method presents the following risks to the Tertiary System upgrades:

- The competitive sealed bidding process (low bid) results in the selection of a contractor lacking technical competence to complete the work; causing delays, increased cost, and permit violations;
- The lack of contractor engagement during the design process results in differing expectations in contract requirements leading to increased change orders and cost;
- The linear competitive sealed bidding process presents the longest project schedule, delaying the necessary upgrades and risk of permit compliance;
- Bidding separate design and construction contracts increases cost and burden associated with staff administration;

WHEREAS, design-build project delivery reduces risk to the Tertiary System upgrades by:

- Considering non-price factors in selection, allowing AlexRenew to evaluate the experience and approach of contractors, ensuring a highly qualified contractor performs the work;
- Supporting early contractor engagement during the design process to provide feedback on contract requirements, mitigating the potential for costly change orders;

- Developing a collaborative environment between the owner, designer, and contractor to ensure the work is constructable, safe, and maintains plant level of service and permit compliance;
- Promoting trust and transparency in pricing through open book cost estimating;
- Providing greater price certainty at an early design phase leading to more accurate cash flows and budgets, necessary for reliable and predictable funding;
- Accelerating project schedule through a single procurement process and advancing design and construction activities concurrently;

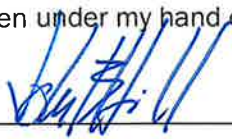
WHEREAS, for the reasons stated above design-build is more advantageous than design-bid-build for the Tertiary Systems upgrades;

WHEREAS, the Request for Qualifications for the Tertiary Systems Upgrade Project is planned to be issued in February 2025; and

WHEREAS, procurement for the Tertiary Systems upgrades will follow the requirements outlined in Virginia Code Ann. § 2.2-4382 and AlexRenew's 'Procedures for the Procurement of Construction Management At-Risk and Design-Build.'

NOW, THEREFORE, BE IT RESOLVED that the AlexRenew Board of Directors authorizes the use of design-build for the procurement and delivery of the Tertiary Systems upgrades.

Given under my hand on this 17th day of September 2024.



John B. Hill

Chair, AlexRenew Board of Directors

Attachment B
RFQ-25-004 Checklist

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RFQ-25-004 Checklist

RESPONDENT NAME:

The purpose of the RFQ Checklist is to aid the Respondent to ensure all submittal requirements have been included in the Respondent's SOQ and to provide a page reference indicating the location of each submittal requirement in the SOQ.

SOQ Section	Contents	Checklist	SOQ Page Reference
--	Cover Page	<input type="checkbox"/>	
--	RFQ-25-004 Checklist	<input type="checkbox"/>	
--	Table of Contents	<input type="checkbox"/>	
1	Submittal Letter	<input type="checkbox"/>	
2	Team Organization and Commitment	<input type="checkbox"/>	
3	Related Project Experience	<input type="checkbox"/>	
4	Key Personnel Involvement in Reference Projects	<input type="checkbox"/>	
5	Safety Program and Record	<input type="checkbox"/>	
Appendix A	Resumes	<input type="checkbox"/>	
Appendix B	OSHA Form 300A	<input type="checkbox"/>	
Appendix C	Other Forms and Required Documents	<input type="checkbox"/>	

Addenda Acknowledgement. Your signature below serves as your acknowledgment that all addenda have been received and incorporated into the SOQ submission. Check all that apply.

- ☐ Addendum No. 1 ☐ Addendum No. 2 ☐ Addendum No. 3 ☐ Addendum No. 4
☐ Addendum No. 5 ☐ Addendum No. 6 ☐ Addendum No. 7 ☐ Addendum No. 8

Respondent's Authorized Representative:

Name: _____ Title: _____ Tel.: _____

Signature: _____

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Attachment C
SCC Form

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Compliance with Virginia Law for Transacting Business in Virginia

The undersigned hereby agrees that, if AlexRenew accepts your SOQ for services in conjunction with this RFQ, you meet the requirements of Virginia Code § 2.2-4311.2.

Please complete the following by checking the appropriate line that applies and providing the requested information:

- A. ☐ Respondent is a Virginia business entity organized and authorized to transact business in Virginia by the SCC and such Respondent's Identification Number issued to it by the SCC is [Click or tap here to enter text.](#) (The SCC number is NOT your federal ID number).
- B. ☐ Respondent is an out-of-state (foreign) business entity that is authorized to transact business in Virginia by the SCC and such Respondent's Identification Number issued to it by the SCC is [Click or tap here to enter text.](#)
- C. ☐ Respondent does not have an Identification Number issued to it by the SCC and such Respondent does not require authorization to transact business in Virginia by the SCC for the following reason or reasons. (Please add additional pages if necessary).

Respondent's Legal Name (as listed on its W-9): _____

Respondent's Authorized Representative:

Name: _____ Title: _____ Tel.: _____

Signature: _____

RETURN THIS FORM WITH SOQ.

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