

# Request for Proposals for Professional Services

The City of Sioux Falls, South Dakota, is accepting proposals from qualified firms for the following professional engineering design services.

## Water Reclamation Facility Digester Mixing Improvements

### Background

The Sioux Falls Public Works Water Reclamation Division has established a Capital Improvements Project (150077) to install mixing systems on the three primary digesters at the Water Reclamation Facility. The City of Sioux Falls seeks a qualified and experienced consultant in design and construction of primary digesters.

### Project Scope

The Water Reclamation Facility was built between 1980 and 1986 and the digesters were originally built with floating covers and gas mixers. The gas mixers failed in 2005 and 2006 and have not been replaced. Sludge recirculation has been used for the digester mixing and South Dakota State University recently studied the mixing in the digesters using recirculation.

While the anaerobic digesters appear to be performing well as biological reactors, grit accumulation in the digesters has been a problem. Each digester is cleaned every five years and there is a significant accumulation of grit in each digester during cleaning. This problem existed when the digester mixers were functioning. The plant has an aerated grit removal system which has been adjusted over the years to improve grit removal but grit accumulation in the digesters has not been reduced.

The selected consultant shall design digester mixing improvements with an emphasis on reducing or eliminating grit accumulations in the primary digesters. The consultant shall also review the impact on the secondary digester if grit is kept in suspension in the primaries and transported to the secondary digester with the digested sludge.

The scope of work shall include but is not limited to:

1. The project is scheduled for design in 2009 and construction in 2010. The consultant should plan for a notice to proceed by January 10, 2009. Final plans should be completed by November 1, 2009 to ensure a bid opening early 2010.

2. The consultant would be required to prepare cost estimate, bidding documents, construction plans and specifications, and bid award recommendation for this project.
3. Project funding will be user fees in the Water Reclamation's Capital Improvements budget.
4. Monthly Project Team Meetings will be required with this project to ensure this project stays on schedule. The consultant shall prepare the agenda and distribute meeting minutes listing action and decision items.
5. The consultant will be given any available information on the process after consultant selection.
6. The consultant will propose a schedule they feel best represents their level of effort available for this project. Milestones to be considered are: Preliminary plan and cost estimate (30%) submittal, 90% plan submittal, and the bid opening.
7. The South Dakota State University Study is available for review. **One hour appointments** to review the information at the Water Reclamation Facility can be scheduled by contacting Emily Gacke at 367-8188.

**Firms interested in providing design services are requested to submit the following information.**

- Name of Project Manager and other design team members to be assigned to this project. Please address contingency plans should one of these employees be unavailable during the design phase. The consultant should also include the Construction Administration Team that is expected with this project.
- The firm's approach to the Project. The approach should include, but not be limited to; all items listed above, a task list, and estimated number of personnel hours per task and totaled for the project for the design only at this time.
- A proposed schedule for the Project.
- Recent projects pertinent to this project and any examples of similar projects in other cities in the United States that the consultant was involved with.

Professional liability and statutorily required insurance will be required, upon selection.

**EVALUATION OF PROPOSAL SCHEDULE**

A consultant selection team comprised of Sioux Falls Public Works Engineering and Water Reclamation Facility staff will review all proposals. The selection team shall select the firm they feel will supply the City the best and most complete effort. The selection of a qualified firm will be made no later than December 24, 2008. No interviews are anticipated at this time.

The evaluation of proposal shall proceed on the following schedule:

November 20, 2008	Post RFP on the City's website
December 12, 2008	Proposals received at City Hall
December 24, 2008	Select consultant and prepare agreement

Please furnish **five** copies of the proposals to Ms. Shannon Ausen, PE, Office of Public Works-Engineering, 224 West Ninth Street, Sioux Falls, SD 57104-6407 by 2:00 p.m. Central Time, Friday, December 12, 2008. Submittals received after the stated time will be returned unopened and will not be considered.

All proposals received by the City will be **confidential**.

**Questions and Tours** regarding the project can be directed to Trent Lubbers, Water Reclamation Facility Division Manager, at 367-8188, or Mark Perry, Principal Engineer, at (605) 367-8601.