

REQUEST FOR QUALIFICATIONS (RFQ)
WATER POLLUTION CONTROL AUTHORITY FOR THE CITY OF NORWALK

CONSTRUCTION MANAGEMENT SERVICES
NORWALK WATER POLLUTION CONTROL FACILITY PHASE II

The Water Pollution Control Authority (WPCA) for the City of Norwalk is requesting that experienced construction management firms submit qualification statements to perform construction management and administration services related to its phase II, multi-year wastewater treatment plant upgrade. The overall wastewater treatment plant upgrade (three phases) is estimated at a capital cost of approximately \$140MM.

Phase I, currently under construction at a capital cost of \$37MM, consists of a new headworks building that included screening, pumping, grit removal for both dry and wet weather flow. Phase II is currently under design by CDM and scope includes low level nitrogen removal via Membrane Bioreactors (MBRs) and Combined Sewer Overflow (CSO) / Wet Weather Treatment. Phase III, a future project, will look at disinfection alternatives and solids handling. The Facility Plan provides an overview of technologies selected for construction, preliminary construction layouts, schedules, and costs. Phase II is anticipated to go out to bid spring 2010.

The WPCA is seeking to retain a construction manager for Phase II of the wastewater treatment plant upgrade, starting with the design phase. The capital cost estimate (inclusive of engineering and construction) for Phase II is estimated at approximately \$90MM (significant portion is the MBR capital cost). The selected construction manager, working with the consulting engineer, will provide such services during the design phase as:

- Assisting the WPCA with determining advantages/disadvantages of executing project as construction manager/owners agent approach versus construction manager/at-risk approach
- Performing value engineering and constructability reviews in accordance with Department of Environmental Protection requirements (DEP) at various design milestones (10, 30, and 60%)
- Developing and structuring bid packages
- Conducting all bidding activities through contract award and looking at bid alternates and other means to get most competitive price. Coordinating activities with Engineer
- Preparing construction schedules
- Identify and prepurchase materials and equipment to facilitate construction
- Perform a construction document review to identify conflicts within the contract documents
- Negotiate with MBR vendors

During the construction phase, depending on the project delivery method selected, the construction manager may be asked to:

- Provide all construction administration services
- Coordinate all construction activities to minimize impacts to the plant and DPW operations
- Maintain project schedule, budgets, and costs
- Review all progress payment and change order requests and verify compliance with terms and conditions of contracts



- Perform cost estimates at 10, 30, and 90%
- Provide guaranteed maximum price (GMP) at the WPCA's option if construction manager at-risk project delivery method is selected
- Pre-purchase MBRs on behalf of WPCA
- Provide all project-related document control, including as-builts
- Manage all claims and change orders
- Establish construction site safety and security programs
- Conduct all construction inspections (civil, electrical, structural, instrumentation, and other specialties) as applicable
- Provide construction start-up assistance and project closeout
- Provide Builder's Risk and other requested insurances for the project
- Possible Licensed Environmental Professional (LEP)
- Prepare CWF pay applications in accordance with DEP procedures

Statement of Qualification

Proposal

The WPCA requests that qualification statements contain the following elements (maximum of 20 pages):

- CM experience of the firm on a minimum of three similar water and/or wastewater treatment plant projects (municipal and Connecticut Clean Water Fund (CWF) projects desired)
- A proposed project team, inclusive of professional backgrounds and experience, and their availability/current assignment duration (**Onsite Project Manager and Superintendant should be identified**)
- A written description of project understanding/approach
- Demonstrate knowledge of local ordinances and requirements
- Demonstrate an ability to coordinate both union and open shop contractors concurrently on the same work site.
- A description of how the construction management process should be structured to verify compliance with the CWF requirements
- Name of any subconsultants that will work on the project, their responsibilities and percent utilization
- Demonstrate MBE and WBE achievement results on similar state / CWF funded projects and how expect to achieve on this project

This project will require State of Connecticut Department of Administrative Services (DAS) proposer prequalification in DAS Classification: Construction Manager at Risk – Group C. Proposers are advised that both the DAS Prequalification Certificate and Update (Bid) Statement must accompany the qualifications statement (excluded from the 20 page maximum pages) in accordance with CGS 4b-91, as amended. Information on the DAS Contractor Prequalification Program may be found at: www.das.state.ct.us/Purchase/New_purchHome/busopp_template.asp?F_ID=16.

The WPCA will be applying for CWF's for this project. The construction management firm that is selected will also be required to meet all requirements as required by the DEP pursuant to Section 22a-482-3 of the Regulations of Connecticut State Agencies.

The awarded consultant will be subject to the State's Minority Business Enterprise (MBE) / Women's Business Enterprise (WBE) requirements. The requirement for MBE/WBE subcontractor participation, expressed as a percentage of the total agreement amount, shall be a minimum of MBE – 3% and WBE – 5%.



Selection Process

The WPCA will review the qualification statements to determine the construction manager's ability and experience in managing large-scale wastewater treatment plant upgrades. Based upon this review, the WPCA will determine a short-list for interviews. Construction management firms will be notified of their selection for the short list and asked to provide a price proposal prior to the interview. Once the selection process is complete, the most qualified firm will be presented to the WPCA's Board of Directors for approval.

Submission Deadline

Five copies of the firm's Statement of Qualifications should be submitted no later than 3:00 PM on Friday, July 30, 2010 to:

Lisa Burns, PE
Operations Manager
Water Pollution Control Authority
15 South Smith Street
Second Floor
Norwalk, CT 06855

Subject: RFQ – WPCA for the City of Norwalk Construction Management Services Related to Phase II WPCF Upgrade

Questions of a technical nature may be submitted to Lisa Burns via email at lburns@norwalkct.org

The responding firm must meet all RFQ requirements or the submittal will be disqualified. During proposal evaluation, the WPCA reserves the right to request additional information to assist in the evaluation of the Statement of Qualifications. The WPCA reserves the right to reject any or all proposals, or to accept the proposal best suited for the interests of the WPCA. No late submissions will be accepted.

Print Once: July 6, 2010