

REQUEST FOR PROPOSALS (RFP) TO PROVIDE ENGINEERING FOR THE DESIGN AND CONSTRUCTION MANAGEMENT SERVICES FOR A REDUNDANT SECTION OF TRUNKLINE A AND TO PROVIDE ON-CALL REVIEW AND INSPECTION SERVICES FOR THE RELOCATION OF A SECTION TRUNKLINE A

January 13, 2025

Mt. Olympus Improvement District (District) is requesting Proposals (RFP) from qualified engineering consulting firms with the experience and expertise to provide design and construction management services for the design and installation of a redundant section of a portion of Trunkline A and on-call services for engineering review and construction management services for the relocation of a portion of Trunkline A. The relocation work is being completed by UTA / UDOT in conjunction with the FrontRunner 2X Project, Project Number: S-ST99(835). The selected firm will act as the Owner's Representative for this portion of the work. This Request for Proposals (RFP) is being released to solicit consultant services in accordance with the guidance set forth in this document.

Complete electronic RFP packages must be obtained from the District's website at www.mtoid.org/engineering-rfp/.

Prospective respondents should email all requests for interpretation or questions related to this RFP to Giles Demke at GDemke@mtoid.org. Deadline for inquiries is Thursday, January 30, 2025. Responses to inquiries will be provided By the close of business on Wednesday, February 5, 2025.

RFP's must be submitted to the District as defined within the Submission Requirements. The District reserves the right to reject any and all RFPs or to accept any RFP that is deemed to be more advantageous to the District and the public. RFPs will be reviewed by the selection committee and a short list of qualified respondents may be invited to interview with the selection committee.

Respondents or their agents are instructed not to contact selection committee members, District employees, or the Board of Trustees, or to externally manipulate or influence the procurement process in any way, other than through the instructions contained herein, from the date of release of this RFP to the date of execution of the Agreement resulting from this solicitation. The District, in its sole discretion, may disqualify Respondents in violation of this paragraph.

This RFP consists of the following:

- Submission Requirements
- Background
- Scope of Work
- Selection Process
- Selection Criteria

REQUEST FOR PROPOSAL (RFP) TRUNKLINE A REDUNDANCY PROJECT

Page 2

SUBMISSION REQUIREMENTS

The consultant shall use the anticipated Scope of Work and the list of assumptions described in this RFP as a reference for their proposal. Consultant's submission must follow these requirements:

- Submit all required information as outlined in the RFP Requirements section found in this document.
- Submit one (1) printed copy and one (1) electronic response in pdf format to Giles Demke, General Manager, Mt Olympus Improvement District, 3932 S 500 E, Salt Lake City, Utah 84107, no later than **3:00 PM, Thursday, February 13, 2025**.
- Use 8 1/2" x 11" sheet sizes for the text and 11" x 17" sheet sizes for any fold-out drawings.
- The document shall include a cover identifying it as "Trunkline A Redundancy Project"
- The proposal will have a page limit set at fifteen (15) pages (minimum 11-point font); the page limitation does not include the front and back covers, cover letter, schedule, and resumes. Submissions failing to comply with the page limitation will be considered non-responsive to the submittal requirements and disqualified from the selection process. RFP's shall remain effective for ninety (90) calendar days beyond the submittal date.
- **Submission deadline is 3:00 p.m., Thursday, February 13, 2025.** It is the consultant's responsibility to ensure delivery of its submittal to the District before or at the designated date and time. Consultants will not be entitled to withdraw or amend their submittal once submitted to the District. Responses received after the 3:00 p.m. deadline will not be considered. The District reserves the right to request clarification of any item in a firm's response or to request additional information necessary to properly evaluate particular qualifications. All requests for clarification and responses will be via email.

BACKGROUND

The District owns and operates a 42" diameter sewer interceptor "Trunkline A" for conveying up to 7.0 mgd of sewage flow to the Central Valley Water Reclamation Facility for final treatment. Currently, there is no redundant interceptor underneath I-15 and the UPRR and UTA FrontRunner tracks. The District desires to install a redundant 42" interceptor under these facilities to allow for redundancy and inspection of the existing interceptor.

In addition, a portion of the existing interceptor needs to be relocated to accommodate the proposed UTA Frontrunner double-track expansion project, "FrontRunner 2X Project, Project Number: S-ST99(835)". The District will be entering into an agreement with UTA / UDOT to facilitate the relocation of this asset. The District will be a "Third Party" and will not be performing any design or construction. The District will require engineering review and oversight and construction oversight services to ensure that the District's standards are met and that the District's needs are met throughout the project.

REQUEST FOR PROPOSAL (RFP) TRUNKLINE A REDUNDANCY PROJECT

Page 3

SCOPE OF WORK

The following is a proposed Scope of Work:

- Design and installation of the redundant 42" interceptor:
 - a) Review Preliminary Design: Review all preliminary design documents and confirm the viability of the proposed alignment and associated diversion structures.
 - b) Develop Bid-ready Construction Documents: Based on the review of the preliminary design and any associated comments, prepare a bid-ready set of drawings and specifications for the construction of the proposed interceptor.
 - c) Permits: With the assistance of the District obtain all required permits for the construction of the interceptor. This will entail working with South Salt Lake City, UDOT, UTA and UPRR.
 - d) Easement and Property Acquisition: Working with a District selected PR firm, assist the District in acquiring property and/or easements for the construction of facilities.
 - e) Meetings: Attend design and construction meetings as required.
 - f) Bid Services: Assist the District in reviewing and awarding a construction contract.
 - g) Construction Management Services: Construction management services will include but not limited to submittal review, schedule review, pay application review, conducting construction meetings and associated documentation, full-time site inspection during construction and project closeout services.

- On-call service for Trunkline A relocation:
 - a) Design Review: Review all submitted design documents for conformity with District standards. Respond to questions with the assistance of District staff. Note, the agreement with UTA/UDOT has specific time requirements for all responses.
 - b) Meetings: Attend all project design and construction meetings. Will act as the District's representative. Must be familiar with working with UTA and UDOT and their requirements.
 - c) Site Inspection: Will be the District's site inspector during the construction phase of the project.

SELECTION PROCESS

- Proposals
 - a) Complete detailed written proposal and sealed fee proposal listing hourly rates for persons included in the proposal. The fee for design and construction management services for the redundant interceptor will be a Not to Exceed fee and the on-call services fees will be based on the submitted hourly fees and authorized as needed by the District.
 - b) Respondents will be requested to submit a proposed contract for District review and approval
 - c) Proposals will be reviewed and ranked by the selection committee based on the selection criteria prior to holding interviews.

- Interviews (optional)
 - a) An oral interview with selected qualified and responsive firms will be held after detailed written proposals and sealed fee proposal submittals have been received by the District.
 - b) Submission of a RFP does not guarantee the right to an interview.

REQUEST FOR PROPOSAL (RFP)

TRUNKLINE A REDUNDANCY PROJECT

Page 4

- c) The District will schedule the time and place for the interview. Tentatively scheduled for the week of March 3rd, 2025
- d) Each respondent should be prepared to clarify and elaborate on the details set forth in their proposal, as well as respond to specific questions that will be issued prior to the interview.
- e) Forty-five (45) minutes may be allowed for the oral interview, including a fifteen (15) minute question-and-answer period.
- f) The Project Manager must lead the presentation before the selection committee.

➤ Final Selection

- a) After interviews are completed (if needed), the selection committee will develop a final ranking of interviewed respondents and will make a final selection recommendation.
- b) Following selection, a work plan will be prepared detailing the project tasks and the final Scope of Work and Agreement will be negotiated for award between the selected firm and the District.
- c) The District will award a single contract to the top-ranked respondent following successful scope and fee negotiations. Should the negotiations not be successful, the District will enter negotiations with the next highest-ranked firm.
- d) Selection is no guarantee of work and the resulting contract will be strictly non-exclusive. The District reserves the right to reject all submissions and not select any Consultant for the project.

SELECTION CRITERIA

The District will evaluate RFPs based on completeness, qualifications and experience, project team, project understanding, and project approach. The specific criteria that will be used to evaluate RFPs is as follows:

- a) Firm Qualifications: Technical experience in performing work of a closely similar nature, experience working with public agencies, a record of completing work on schedule and within established budgets, strength and stability of the firm, location of key personnel, and capacity to deliver the project. (20%)
- b) Staff and Project Organization: Qualifications of project staff, key personnel's level of involvement in performing related work, logic of project organization, qualifications of key staff, and adequacy of labor commitment. (25%)
- c) Demonstrated Understanding of the Project Requirements: Familiarity with the project limitations, and recognition of potential project challenges. Identification and discussion of design and management strategies to improve project delivery and mitigate risk. (20%)
- d) Approach: Approach to project delivery, sequence of the work, schedule, and approach to addressing key project requirements. (15%)
- e) Fee: The cost of staff based on the hourly rates listed in the sealed fee schedule. (20%)

The District will be the sole judge as to which RFP best meets the selection criteria. The District reserves, at its sole discretion, the right to reject any or all responses received, to waive any submission requirements contained within this RFP, or to waive any irregularities in any submitted response

REQUEST FOR PROPOSAL (RFP) TRUNKLINE A REDUNDANCY PROJECT

Page 5

CONFIDENTIALITY

All responses, inquiries, and correspondence relating to this RFP and all reports, charts, displays, schedules, exhibits, and other documentation produced by the offeror that are submitted to the District, as part of the proposal or otherwise, shall become the property of the District when received by the District and may be considered public information under applicable law. The District is subject to the disclosure requirements of the Government Records Access and Management Act, Title 63G, Chapter 2, Utah Code Annotated ("GRAMA"). The District generally considers proposals and all accompanying material to be public and subject to disclosure. Any material considered by the offeror to be proprietary must be accompanied by a written claim of business confidentiality containing a concise written statement of reasons supporting the claim. Blanket claims that the entire RFQ is confidential will be denied. The District cannot guarantee that any information will be held confidential. If the offeror makes a claim of business confidentiality, the District, upon receipt of a request for disclosure, will determine whether the material should be classified as public or nonpublic, and will notify the offeror of such determination. The offeror is entitled under GRAMA to appeal an adverse determination. The District is not obligated to notify the offeror of a request to see the offeror's proposal, and will not consider a claim of confidentiality, unless the offeror's claim of confidentiality is made in a timely basis and in accordance with GRAMA.