



**TRI GENERAL IMPROVEMENT DISTRICT
WASTEWATER TREATMENT PLANT ANALYSIS AND PRELIMINARY ENGINEERING REPORT
REQUEST FOR QUALIFICATIONS (RFQ)**

Issued By: TRI General Improvement District
Issued On: April 11, 2023
RFQ Due On: April 25, 2023 by 5:00pm (PST)

- TRI General Improvement District is accepting qualifications from licensed individuals and firms to complete a Wastewater Treatment Plant Analysis and Preliminary Engineering Report
- A copy of this RFQ may be found on the TRIGID web page at: www.tri-gid.org
- Qualified respondents should submit the Statement of Qualifications in PDF format no later than 5:00pm (PST) on April 25, 2023.

Shari Whalen
General Manager
Swhalen@tri-gid.org
775-636-6126

- For additional information concerning this RFQ, any other aspect of the selection process or the project in general, please contact via e-mail:

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- The specifications in this notice shall be considered a part of any contract made pursuant thereto. TRI General Improvement District is an equal opportunity and affirmative action employer. Women, minorities, and individuals with disabilities are encouraged to apply. The procurement process will follow NRS 338 with the addition of six good-faith steps intended to give Disadvantaged Business Enterprises the opportunity to submit a proposal. These steps are detailed in Attachment A to this RFQ.



TRI GENERAL IMPROVEMENT DISTRICT WASTEWATER TREATMENT PLANT ANALYSIS AND PRELIMINARY ENGINEERING REPORT REQUEST FOR QUALIFICATIONS (RFQ)

1. Background

The TRI General Improvement District (TRIGID) Wastewater Treatment Plant (WWTP) has been in operation for approximately 20 years. The plant is a Sequential Batch Reactor (SBR) permitted for 1.2 MGD 30 Day Average flow Rate and 3.0 MGD Daily Maximum Flow Rate by NDEP under Permit No. NS2000502. The facility discharges to a 2,000 AF storage reservoir. Treated effluent may be used for landscape irrigation, dust control, or industrial reuse purposes. Due to the nature of the industrial users within the TRIGID Service Area, the WWTP influent is generally dilute and a large portion of daily flows consist of industrial wastewater and cooling tower blowdown.

2. Purpose of the Project

TRIGID requests assistance with determining the appropriate course of action to develop and ensure adequate domestic and industrial wastewater treatment and operational capabilities, including system improvements and redundancies, in order to effectively serve our diverse industrial and commercial sewer customers.

3. Tentative Schedule

The following schedule contains major milestones and may be modified as a result of consultant proposals and contract negotiations:

Date	Schedule of Events
April 11, 2023	RFQ Issued
April 25, 2023	RFQ Submittal Deadline
April 28, 2023	District Review of RFQ Submittals
May 5, 2023	Consultant Selection/Contract Negotiation
May 18, 2023	Contract Awarded at Regular Trustee Meeting
June 1, 2023	Project kickoff meeting with Consultant and TRIGID.
August 31, 2023	DRAFT Report submitted to TRIGID by Consultant
September 31, 2023	FINAL Report due

4. Scope of Work

The scope of work will consist of the preparation of a Preliminary Engineering Report (PER) and Environmental Report to address the wastewater needs of TRIGID. The PER should thoroughly examine all reasonable alternatives, as well as give consideration to options which will improve cost effectiveness in the construction and operation of needed facilities. In addition, the scope of work includes preparation of an Environmental Report examining environmental factors associated with

the various alternatives examined in the PER. The PER scope of work is more specifically described in detail in RUS Bulletin 1780 - 3 PER for a Sewerage Facility. Procedures for assessing environmental impacts are described in RUS Instruction 1794. All RUS Bulletins as well as RUS Instruction 1794 may be accessed via the internet at <http://www.usda.gov/rus>.

The following is a preliminary scope of work that may be modified during contract negotiations with the selected consultant. The consultant shall be responsible for providing a full range of services for this project which includes, but are not limited to, review of recent capacity analysis and condition assessment, and any other related services as needed to work with TRIGID Staff to achieve a wastewater treatment system that will promote the District's customer service and environmental compliance goals. TRIGID will work with the successful consultant to develop a comprehensive scope of work and associated tasks that will achieve the District's goals within the available budget.

Existing Condition Inventory and Analysis

- Review the existing DRAFT 2020 Condition Assessment and Capacity Analysis prepared by Farr West Engineering.
- Coordinate with TRIGID Staff to gather existing data on WWTP projects completed, outstanding plant issues, and industrial wastewater discharge challenges.
- Identify gaps in data that may necessitate further detailed analysis, such as influent wastewater quality or on-site emergency storage needs.
- Determine overall deficiencies for the existing conditions and future conditions.
- Develop a comprehensive CIP and cost estimates to obtain optimal WWTP efficiency, including domestic and industrial wastewater management and/or treatment.

Alternatives Analysis and Recommendations

- Evaluate the alternative treatment technologies that may provide enhanced level of service or operational efficiencies to District customers.
- Develop cost estimates, including capital and operating costs, for each alternative.
- Provide a recommended course of action related to improvement of the existing WWTP, or adoption of an alternative treatment technology or treatment approach, including plant construction, if necessary.

Final Report

- At minimum, the final written report shall consist of a preliminary engineering report meeting all State Revolving Loan Fund and State Infrastructure Bank requirements for funding and will include comprehensive funding strategies for the recommended option(s). Refer to Attachment B for NDEP Guidance on Preliminary Engineering Reports.

5. Qualifying Firm Background and Experience

Respondents to this RFQ must provide background information and details on prior experience as follows:

- General Company Information:
 - List Company ownership. If incorporated, list the state in which the company is incorporated and the date of incorporation. An out-of-state service provider must become qualified to do business in the State of Nevada before a contract can be executed.
 - Include a disclosure of any alleged significant prior or ongoing contract failures, contract breaches, any civil or criminal litigation or investigation pending which involves the qualifying firm, or in which the qualifying firm has been judged guilty or liable.
 - Provide office location(s) from which employees will be assigned to this project.
 - Provide name, address, and telephone number of the qualifying firm's point of contact for a contract resulting from this request.
 - Provide length of time the qualifying firm has been providing services described in this request. Firm may provide a brief description.
- Key Personnel:
 - Resumes for up to five key staff members who will complete work and be responsible for performance of any contract resulting from this RFQ with their relative qualifications, board certifications, and professional seal numbers. Include a statement of the percentage of time your proposed key resources will have available to devote to this project.
 - *It is expected that the project team as presented in the RFQ will be the actual employees working on the project. TRIGID expects these key employees' time to be documented on project invoices. This will be included as a requirement in the engineering services contract documents.*
- Project Experience:
 - For up to five projects of similar size and scope, include project name, project description, client references (including contact name, address, and telephone), completion date, project budget, type of services provided, and other pertinent information.
 - Include evidence of engineering firm's ability to provide a complete and thorough PER that complies with the RUS Bulletins
- Project Approach:
 - Please provide a brief discussion of your firm's approach to the project.

6. Statement of Qualifications Submission Requirements

All submittals must be in conformance with the requirements set forth in this RFQ. Qualifications shall be submitted on 8-1/2" x 11" format, with a font no smaller than Calibri size 11, no more than five (5) double sided pages. No front cover or back cover shall be submitted, and a maximum one-page cover letter may be submitted in addition to the five (5) double sided pages.

7. Submittals

One (1) Statement of Qualifications in PDF format shall be e-mailed to:

Shari Whalen
General Manager
Swhalen@tri-gid.org
775-636-6126

“TRIGID WWTP PER RFQ” should be included in the Subject Line of the email.

8. Contact

For additional information concerning this RFQ, any other aspect of the selection process or the project in general, please contact via e-mail:

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9. Submittal Disposition

All material submitted in response to this RFQ shall become the property of TRIGID upon delivery to Staff and will not be returned.

10. Qualifying Firm Costs/Fees

It is understood and accepted that the WWTP Analysis and Preliminary Engineering Report scope of work will cost time and money. Per NRS 332.115 and 625.530 qualifying firms will be selected on their professional competence and qualifications alone and NOT on the basis of competitive fees. NO mention of fees/costs shall be included or submitted for this RFQ. Any mention or submission of fees or costs will be grounds for disqualification from the RFQ.

11. Evaluation and Selection Criteria

Submittals will be evaluated and ranked based on the criteria listed below. All qualifying firms understand and accept that the weighted selection criteria are both subjective and objective by nature, and that the weight factor of each category is intended to define its relative importance. The final ranking of each firm will be based on a combined evaluation of all evaluation criteria.

Selection Criteria	Points
Local (within 60 miles radius from the TRIGID Service Area)	10
Personnel Qualifications	40
Project Experience	40
Project Approach	10
Total Points	100

TRIGID reserves the right to establish further criteria for evaluation of proposals, to require additional submissions, to waive any informality in submissions, to reject any or all submissions, and to negotiate with successful proposers.

This RFQ is available at the TRIGID website: www.tri-gid.org