

REQUEST FOR PROPOSAL

Comprehensive Sewer Planning, Southeast Edina Sewer Preliminary Engineering



Project Overview

The City of Edina is issuing this Request for Proposal (RFP) for sanitary sewer modeling, planning, and preliminary engineering services.

The selected firm will work with City of Edina staff and decision makers to identify and recommend sanitary sewer policy and capital improvements to prepare the City to serve areas of growing demand while safely and effectively maintaining existing service.

Project Background and Need

The Edina Comprehensive Plan was last updated in 2008. In acknowledgement of pressure to redevelop to mixed uses, and a projected increase in development density, a sanitary sewer model was created and is described in Comprehensive Plan Chapter 8. The model has been used to describe trends in system flow and to model existing pipe capacity.

In 2011 the Met Council completed a relief interceptor serving Richfield and Edina extended to Edina's border at 75th and Xerxes. This relief interceptor provides ample sanitary capacity for future growth in Southeast Edina. The 2008 plan describes the need for subsequent demand analysis as development and flow trends become clearer, and the construction of additional flow capacity in southeast Edina to extend the capacity available in the MCES system.

While city wide flow over the past decade exhibits a flat to downward trend; Edina continues to see significant demand growth through development proposals around Southeast Edina and Pentagon Park, consistent with the 2008 plan. Edina is also experiencing modest local demand growth at commercial nodes such as 50th and France, Grandview, Cahill and Valleyview/Wooddale. Development density in 2008 comp plan, revised populations and workforce estimates and recent development related modifications continue to exemplify this trend of localized sanitary demand growth.

Historic system reviews have been conducted and are included in the appendix to this RFP. These reviews focus on system design, the reduction of infiltration and inflow and past flow diversions constructed within the system. Recent system reviews have focused on model development, calibration and local sanitary availability.

Statement of Project Goals

The selected firm will collect and acquire data, adapt and calibrate a sanitary sewer flow model, project future growth scenarios, identify current and future capacity constraints, provide alternatives to meet current and future demand, investigate cost and feasibility of a subset of alternatives, and recommend capital improvements to meet the following project goals:

- Develop a variety of probable development scenarios with varying density and rate of development.
- Refine the accuracy of the sanitary sewer model.
- Extend the use of the existing sanitary sewer model to judge the adequacy of existing infrastructure to meet future service demand under a variety of probable development scenarios.
- Evaluate and define system risks and backup prevention practices. Identify areas prone to backup and recommend standards of practice, policy or capital improvements that mitigate risk.
- Provide alternatives to meet future demand while minimizing risk and cost.
- Evaluate ordinance and policy governing management of sanitary utility service and provide best practice and policy recommendations consistent with industry standards.
- Follow requirements of Met Council comprehensive planning process.

The scope of the sanitary capacity review will be citywide, but capacity issues are only anticipated to center on trunk sewer lines and in areas of significant unit growth in southeast Edina.

The City of Edina anticipates that the selected firm will engage and communicate with staff from the Engineering, Community Development and Public Works Departments at key decision points in the study.

Scope of Service

This section outlines a suggested scope of service in a task format. Proposals are welcome to modify and improve on this list in support of the project goals.

Minimum Suggested Scope of Work

- Data acquisition
 - Met Council flow data, SCADA flow and runtime data
- Policy and Practice Review
 - Ordinance and policy review using industry standards.
- Modeling
 - Adapt, modify or replace existing XP-SWMM model
 - Calibrate model with available flow meter data
- Demand Planning
 - Propose and model probable development rate and density and flow scenarios
- Alternatives Analysis
 - Propose alternatives to meet demand at various flow scenarios
- Preliminary Engineering
 - Feasibility, cost analysis for subset of alternatives
- Recommendations and Report

- Describe system constraints and recommended capacity improvements.
- Provide policy recommendations consistent with Core Attributes of Effectively Managed Wastewater Collections Systems (July 2010) and APWA Public Works Practice Manual.
- Provide background on system modeling, assumptions and results.
- Communication
 - Summarize work in periodic technical memos
 - Meet with City staff periodically and at key decision points.
 - Provide a Final Report

Desired Project Schedule

The following example demonstrates key milestones in the project process.

1. Request for Proposals Sent	September 16, 2015
2. Deadline for Questions	October 13, 2015
3. Request for Proposal Due to City of Edina	October 19, 2015
4. Interviews of Selected Firms	October 22, 2015
5. City Council Award Contract to Consultant	November 4, 2015
6. Data Collection	November 2015
7. Scenario Development	December 2015
8. Flow Modeling	December-January 2015
9. Alternatives Analysis	January-February 2016
10. Preliminary Engineering and Report	March 2016
11. Final Report	April 2016
12. Adapt report for Comprehensive Plan	(Future / Not Part of Scope)

Proposal Content

The proposal shall be concise yet thorough and it should consider review time needed in determining the proper length of the proposal. The use of an Appendix for figures and graphics is recommended.

The following will be considered minimum contents of the proposal:

1. A statement of objectives, goals and tasks to show the firm's understanding of the proposed project.
2. A description of the deliverables to be provided by the firm.
3. An outline of the firm's background and experience with similar projects and a list of personnel who will work on the project. This section will detail staff training, work experience and employee category.
4. The project manager identified in the proposal will remain in place throughout the project as long as he/she is still employed by the firm.
5. A detailed work plan that identifies major tasks to be completed and a timeline for those tasks that will be used as a scheduling and management tool. Please identify any optional work tasks in this area and in the detailed cost breakdown.
6. A detailed cost breakdown of the tasks to be performed with a breakout of the hours for each employee category (e.g., principal, senior engineer, senior planner, technician, etc.) per work task identified. The consultant will indicate any assumptions made (e.g., number of meetings, number of drafts, etc.) and include this information with the cost proposal. Total

dollar amounts for each work task and deliverable shall be shown. Total dollar cost for the entire project should also be included.

Any optional work tasks suggested by the consultant shall be indicated as such and should include in task information identified above.

Prior Study and Planning Document Review

Several previous studies and planning efforts have focused on the Edina sanitary system. The selected consultant will review available documents and relevant elements of other citywide plans. These documents and will be provided by the City of Edina or are available from others and include (but may not be limited to) the following:

1. City of Edina XP-SWMM Sanitary Sewer Model (2007-2014, Barr Engineering)
2. Edina Comprehensive Plan (2008) http://edinamn.gov/comprehensive_plan
3. Utility Asbuilt Information and GIS Data available upon request
4. MCES Meter Data
5. Pentagon Park / Gateway Area AUAR
6. SCADA Pump flow rates
7. Water Meter Data
8. Metropolitan Council policy plan and City of Edina system statement. (Available by September 30, possibly earlier)
9. 2015 State of the Utilities / System Reports
10. Council [FAR and Density](#) for 6725 York Project
11. Council [FAR and Density](#) for 7200 France Project
12. Council [FAR and Density](#) for 6500 France Project
13. Council [FAR and Density](#) for 7171 France Project
14. Council [FAR and Density](#) for Southdale Apartments
15. City of Edina 2015-2019 Capital Improvement Plan (2014)
http://www.edinamn.gov/edinafiles/files/City_Offices/Finance/2015-2019CIP/Final%202015%20CIP%20for%20website.pdf
16. 2015 Utility Rate Study (Ehlers)
17. Recent and Historic [Sanitary System Reviews](#)
 - a. WTP #4 Sewer Analysis (2015 Barr Engineering)
 - b. Grandview Area Sanitary Sewer Analysis (February 21, 2014 Barr Engineering)
 - c. Trunk Sanitary Sewer Infiltration Study (December 5, 2013 Bolton and Menk)

- d. FilmTec Flow Analysis (April 5, 2013 Barr Engineering)
- e. Southeast Edina SAC Availability Analysis (July 23, 2013 Barr Engineering)
- f. Edina SAC Availability Analysis – Fairview Southdale (July 23, 2013 Barr Engineering)
- g. Sanitary Sewer Model Recalibration (November 22, 2013 Barr Engineering)
- h. XP-SWMM model (2008-2014 Barr Engineering)
- i. Sanitary System Evaluation (1997 TKDA)
- j. Inflow and Infiltration report (1992 CH2M Hill)
- k. Inflow and Infiltration report (1983 Donohue)
- l. Trunk Sanitary Study (1971 OSM)

Contact for Questions

Perspective responders who have any questions regarding this request for proposal should submit them in writing to the City of Edina. If questions and subsequent responses may apply to all proposers, such responses to questions will be sent out via e-mail to all firms responding to the RFP. If you wish to meet with the City, please contact the following individual.

Ross T. Bintner, PE – Environmental Engineer
City of Edina - Engineering Department
7450 Metro Boulevard
Edina, MN 55439
rbintner@edinamn.gov
Phone: 952-903-5713

Delivery of Proposals

All proposals should be submitted either via email in .pdf format to Ross Bintner at the contact information provided above. Hard copies are not required. All proposals must be received no later than 3:00 p.m. (central time) on October 19, 2015. Late proposals will not be considered. All costs incurred in responding to this RFP will be borne by the responder.

Proposal Evaluation

All complete submittals received prior to the deadline will be evaluated by an evaluation team comprised of City staff likely to be engaged in the sanitary study process. Submittals will be evaluated on past experience, professional capabilities and ability to collaboratively work in partnership with the City to successfully complete the work. The City will determine which responders, if any, will be invited to interview. Interviews – if necessary – will be held in October.

Agency Not Obligated to Complete Project

This request for proposal does not obligate the City of Edina to award a contract or complete the project. The City reserves the right to cancel the solicitation or parts of the solicitation if it is considered to be in their best interest.