



**REQUEST FOR QUALIFICATIONS
FOR ENGINEERING SERVICES
IONA BONNEVILLE SEWER DISTRICT**

Statement of Qualifications Due: April 12, 2019

Request for Qualifications

The Iona Bonneville Sewer District (IBSD), Idaho Falls, Idaho is seeking a Statement of Qualifications (SOQ) from engineering firms (Consultant) with experience in wastewater treatment design engineering to provide professional services to conduct a study to evaluate treatment options for IBSD (the Study). The options include remaining a customer to the City of Idaho Falls, building a wastewater treatment plant and joining the East Idaho Regional Wastewater Authority (EIRWWA). Submitting firms will be evaluated based on demonstrated competence and qualifications for the type of engineering services required. The best qualified firm will be selected, subject to negotiation of fair and reasonable compensation, and provided a final Engineering Services Agreement.

Background and Components of the Study

The Iona Bonneville Sewer District has developed and maintains a system for the collection, transmission, and disposal of sewage within its boundaries for domestic and commercial purposes. The District serves approximately 7,300 connections, of which 98 percent are residential. Currently all waste is transmitted to the City of Idaho Falls for treatment. The City of Idaho Falls has limited all future boundary increases for IBSD with the current infrastructure. IBSD wishes to determine the most feasible treatment options for the future while continuing to serve the needs of a growing community.

IBSD wishes to continue to support development and public safety by providing the means for essential sewer infrastructure to continue to develop east of Idaho Falls. On October 24, 2018 the Board of Directors directed its staff to solicit Consultant support, outside of the Southeast Idaho geographic area, to perform a feasibility study to determine the most feasible option for treatment.

Description of Work

Several options were considered and three recommended alternatives for wastewater treatment were selected for further consideration. The Study will evaluate each of the below options on a financial basis while considering the best interest of IBSD patrons. The three recommended alternatives include:

1. Being a customer to the City of Idaho Falls
2. Building IBSD's own wastewater treatment facility, or
3. Joining EIRWWA and thereby expanding the District to combine service areas.

Scope of Work

Prepare an engineering study for an in-depth review of treatment options. Evaluating the financial implications of each alternative so that a decision based on feasibility may be evaluated. The conclusion of the study shall answer the following questions:

1. Regarding continued treatment service from Idaho Falls:
 - a. What infrastructure improvements will be required to increase the number of connections to full build out, approximately 9,000 connections?
 - b. What infrastructure replacement or rehabilitation will be required for City of Idaho Falls trunk lines for the next 20 years?
 - c. What infrastructure improvements will be required from Idaho Falls to allow increased number of connections?
 - d. What is the potential for increased connections with Idaho Falls?
 - e. What is the estimated fee schedule for the next 20 years?

2. Regarding building IBSD owned wastewater treatment plant (WWTP):
 - a. What is the potential for 50-year growth?
 - b. What is the cost of a new WWTP for the next 20 years?
 - c. Where would a new WWTP discharge effluent?
 - d. What is the operation and maintenance impact of a new WWTP?
 - e. What is the operation and maintenance impact to the existing collection system if Idaho Falls is not providing this service?
 - f. What is the estimated fee schedule for the next 20 years?

3. Regarding joining EIRWWA WWTP:
 - a. What is the potential for 50-year growth?
 - b. What is the cost to expand the WWTP for the next 20 years?
 - c. What is the value of the EIRWWA WWTP and truck line system?
 - d. What is the operation and maintenance impact of the EIRWWA WWTP?
 - e. What is the operation and maintenance impact of the EIRWWA truck line?
 - f. What is the operation and maintenance impact to the existing collection system if Idaho Falls is not providing this service?
 - g. What is the estimated fee schedule for the next 20 years?

Consultants will not be awarded any projects resulting from this study. Therefore, the limits of this selection are for the study phase only and the intent of the Board of Directors is to have an independent unbiased report with recommendations.

The District will negotiate the final scope and fee after contract award to the best qualified Consultant. The Consultant shall manage the Scope of Services such that the work is completed within a not-to-exceed fee limit and in accordance with an approved project schedule and confirm that all services and deliverables meet the District's requirements. The estimated project

schedule from Notice to Proceed (NTP) to completion is anticipated to be one hundred twenty (120) days.

RFQ Qualifications

Minimum Proposer Qualifications: Proposers must meet all the following minimum qualifications to be eligible to respond to the RFQ and enter into a contract with IBSD:

1. Be duly licensed in the State of Idaho and certified to perform engineering services required herein.
2. Have sufficient number of staff professional engineers experienced in wastewater treatment studies of the similar size, scope and complexity of the Study.
3. Have past experience with wastewater treatment facilities.
4. Have the ability to present recommendations to the Board of Directors and provide technical support in public meetings.

Submission Requirements

The Consultant shall submit a PDF copy and seven (7) hardcopies. Deliverables shall be submitted in PDF format via email or flash drive. The hard copies deliverable shall not exceed ten (10) pages not including covers, cover letter and resumes.

Submit copies of the Statement of Qualifications (SOQ) in a sealed envelope marked "SEALED STATEMENT OF QUALIFICATIONS, IBSD TREATMENT STUDY" to:

Donna Bridges, District Manager
Iona Bonneville Sewer District
3395 East Leihm Lane
Idaho Falls, Idaho 83401
Phone: 208.524.4545
Email: donna.bridges@sewerdistrict.com

All submittals must be received no later than **4:30 p.m. on April 12, 2019.**

Postmarks and late submittals will not be considered. Facsimiles will not be accepted. It is the proposer's responsibility to confirm that it has been received by IBSD on a timely basis.

All questions regarding the RFQ shall be directed to Donna Bridges, IBSD Manager, at 208.524.4545 or donna.bridges@sewerdistrict.com.

Award Basis

Firms will be evaluated considering qualifications, ability of professional personnel, past records and experience, performance data on file, ability to meet time requirements, location outside Southeast Idaho, work load of firm, expertise in the specific areas described within the scope of work and as identified on scoring sheet.

Firms will be evaluated on the information presented in the SOQ. Final selection will be based on interviews with top-rated two (2) firms.

Contract negotiations will begin immediately with the first-choice candidate after the interview process. If an agreement on cost is not reached the next highest ranked candidate will be contacted and negotiations with that candidate will begin. This process will continue until an agreement is reached or it is decided to re-advertise.