



PUBLIC WORKS DEPARTMENT
CITY OF MERCER ISLAND, WASHINGTON
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Request for Qualifications

Sewer System Lake Line and Pump Station Access Evaluations

February 2018

Project Description: The City of Mercer Island is requesting written Statement of Qualifications (SOQ's) from firms interested in assisting the City with evaluation of access to its sewer pump stations and sewer Lake Line.

The sewer system was constructed in the mid-1950's thru 1960's and consists of approximately 93 miles of gravity main, 2400 manholes, 17 pump stations and 2 flush stations, and 12 miles of low-pressure Lake Line system. Access to the pump stations and the Lake Line is limited. This work effort combines two projects funded in the 2017-2018 Capital Improvement Program (CIP): Pump Station Access Evaluation, and Lake Line Access.

General Scope: The purpose of this work is two-fold: evaluate access to all sewer pump stations; and evaluate feasibility of installing access points into the Lake Line.

Pump Station Access Evaluation: Many of the sewer pump stations are difficult, if not impossible to access. In an emergency, crews may not be able to access the station with needed equipment and parts due to terrain and private property improvements surrounding the station. Unrestricted access to sewer pump stations is necessary to ensure continued reliable and cost-effective sewer system operation. Tasks include but not limited to:

- Field evaluate each station.
- Document existing conditions including photos of the site.
- Evaluate and document access for typical maintenance activities.
- Evaluate land ownership, easement, terms and conditions or any reservations, restrictions or other matters contained within legal ownership descriptions. Identify additional easement needs if needed.
- Evaluate feasibility of improvements on foot, by vehicle, or by boat considering risk, cost, benefit.
- Evaluate existing foot print of pump station and provide a recommendation on potential future needs if the station is to be rebuilt.
- Identify preferred alternative necessary to make the station accessible.
- Prioritize future work.

Lake Line Access: The Lake Line has limited access which prevents routine maintenance, inspection or cleaning of the pipe. Without adequate access there is potential for future plugs in the pipe caused by grease and other debris. Tasks include but not limited to:

- Field evaluate existing conditions.
- Document existing Lake Line access.
- Evaluate access options for in-water and on-land access including evaluation of best available technologies for typical maintenance activities.
- Evaluate feasibility of options.
- Identify preferred option(s) for operation and maintenance activities as well as Lake Line access.
- Provide preliminary design/schematic for preferred option(s).
- Confirm locations for installation of access points.
- Prioritize future work.

Statement of Qualifications: Interested consultants are requested to submit a Statement of Qualifications (SOQ) for the work. The SOQ shall include the following information:

- Letter of Introduction (maximum of 1 page): indicating why you are interested in this project and in working for the City. Include any additional information that would assist the city in making its selection, with a concluding statement as to why your firm is the best qualified to meet the needs of Mercer Island.
- Company Profile and Experience (maximum of 2 pages): provide a description of your company and relevant experience with emphasis on sewer systems and system evaluation. Include 3 examples (maximum) of recent projects (within the past five years) that involve similar components to the work requested by the City, including contact name and phone number of the owners' representative. These project examples should be selected from projects that have been performed by the key team members you are proposing for this work.
- Project Team and Key Personnel (maximum of 1 pages): identify key staff (including sub-consultants as appropriate) who will be involved in the project, including their assigned roles, a description of their background and relevant experience, with a statement as to why they are a key part of this team. Identify appropriate professional registrations held by the key staff required for the work.
- Project Approach (maximum 2 pages): identify your overall approach to this project identifying initial challenges you anticipate; provide details on how your team will execute and manage the project and describe how your team will work with City staff, property owners and outside agencies. Identify an anticipated project schedule assuming notice to proceed May 1, 2018 and project wrap-up by November 20, 2018, highlighting key milestones.
- References (maximum 1 page): provide 3 references (maximum) for whom your firm has performed similar work within the last five years. Include contact name, current telephone number and current email for contacting these references. Include 2 additional references (maximum) for each sub-consultant, as appropriate.

Project Funding and Schedule: The City has established funding of \$250,000 for this project. This project is not funded by state or federal grants or loans. All work on this project is to be completed by November 2018.

Evaluation & Award: SOQ's will be reviewed and ranked by a City selection team. Depending on the submittals received up to 3 firms may be invited to participate in a follow-up interview. It is anticipated that a consultant will be selected from this process and a contract will be negotiated with work to begin May 1, 2018.

Submittal: Submit SOQ's electronically to anne.tonella@mercergov.org no later than 3:00 pm on Friday March 23, 2018.

City Contact: Questions regarding the project may be directed to Anne Tonella-Howe, Assistant City Engineer, at 206-275-7813 or anne.tonella@mercergov.org.

Ali Spietz
City Clerk
City of Mercer Island

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