

REQUEST FOR INFORMATION

TO: QUALIFIED PROFESSIONALS
FROM: TOWN OF STRASBURG, VIRGINIA
DATE: JANUARY 8, 2012
RE: STRASBURG WASTEWATER TREATMENT PLANT UPGRADE
AND PUBLIC WORKS FACILITY
RESPONSES DUE: **WEDNESDAY, FEBRUARY 13, 2013 at 5:00 P.M.**

The Town of Strasburg, Virginia (“the Town”) is seeking information from qualified professionals concerning the Town’s wastewater treatment services and public works facilities. Individuals or firms interested in providing information shall submit in accordance with the attached request. Information shall be received by the Town by **5:00 p.m., Wednesday, February 13, 2013.** All information submittals must be sent in a PDF format to:

solicitations@strasburgva.com
Subject line: Request for Information

Electronic copies of the RFI are available on the Town’s website at <http://www.strasburgva.com>. Any questions regarding the RFI should be directed to:

Jay McKinley
Chief Operator, WWTP
495 Miller Drive
Strasburg, Virginia 22657
540-465-3080
jmckinley@strasburgva.com

Mark Gundersen
Director of Public Works
495 Miller Drive
Strasburg, Virginia 22657
540-465-9197
mgundersen@strasburgva.com

Judson J. Rex
Town Manager
174 East King Street
Strasburg, Virginia 22657
540-465-9197
jrex@strasburgva.com

**THIS PAGE MUST BE COMPLETED, SIGNED, AND RETURNED WITH THE
INFORMATION SUBMITTAL**

Legal Name of Firm/Individual

Address of Firm/Individual

Signature

Title

Printed Name

Date

Telephone/Fax

Email

BACKGROUND

In 2004, the Town of Strasburg, with the assistance of Malcolm Pirnie – Arcadis, began designing an upgrade to the Town's current 1.0 million gallon per day (MGD) Wastewater Treatment Plant (WWTP). The current WWTP and the Department of Public Works occupy approximately 7.5 acres at 495 Miller Drive, Strasburg, and are surrounded by the North Fork Shenandoah River and Town Park (see included map). The WWTP discharges into the North Fork Shenandoah River approximately 730 feet southwest of the facility. An upgrade to the WWTP is necessary to meet environmental regulations; the Town currently purchases phosphorus and nitrogen credits to offset annual discharges. In addition, an upgrade is needed to accommodate current and future treatment demand. Sewage inflow at the WWTP has exceeded 95% of the plant's capacity for three consecutive months on four separate occasions.

A Value Engineering (VE) analysis was completed in 2011 only on the WWTP proposed upgrade design, and several modifications to the plans were made based on the recommendations. In July 2012, the Town was provided with an updated cost estimate which placed the cost of construction at \$20.1 million. The upgrade plans were completed in September 2012, after which the project was put to bid. A total of eight (8) bids were received and opened on November 8, 2012, with the apparent low bid of \$31.4 million – well in excess of the estimate provided in July 2012. Since bid opening, the Town has been working with its engineer and the apparent low bidder to identify potential cost saving changes to the design. However, if the current design cannot be modified to make the cost of construction affordable to the Town, other alternatives need to be considered; thus the purpose of this RFI.

Funding for the WWTP project has been arranged from a combination of state and federal agencies based on the construction cost estimate of \$20.1 million. Funding sources include:

- Virginia Water Quality Improvement Fund (WQIF)
- USDA – Rural Development
- Virginia Clean Water Revolving Loan Fund

The Department of Public Works, located adjacent to the WWTP, provides a number services to the residents of the Town of Strasburg including meter reading and utility, streets, vehicle, equipment and building and ground maintenance. In preparation for the WWTP upgrade, the department completed temporary modifications to its facilities resulting in a consolidation of operational space. At the time of receiving bids for the WWTP upgrade, the Town was researching design and financing options for a new permanent facility for Public Works. This work included completing a space needs analysis for the department. With the WWTP upgrade project now under new consideration, the Town is interested in design, location, and financing options for facilities for the Department of Public Works.

PURPOSE

This RFI is being used to gather general information and ideas on how the Town of Strasburg can best meet its wastewater treatment and Public Works facility space needs, in light of the apparent cost of the designed WWTP upgrade. Specifically, the Town is interested in innovative ideas that may not have been previously considered. The results of this RFI will be used to

frame decisions on how to proceed with meeting both the wastewater treatment needs of the Town and the space needs of the Department of Public Works. Potentially, information submitted could be used to form the basis of a Request for Proposals and to decide how to proceed with the design and financing of an upgrade to the wastewater treatment plant and facilities for Public Works. The Town is interested in receiving information pertinent to both the WWTP and Department of Public Works; however, respondents interested only in the WWTP or Public Works are encouraged to submit relevant information. The Town will not discriminate against respondents providing information that may not cover the full scope of this RFI.

This is a Request for Information (RFI) only and does not constitute a commitment, implied or otherwise, that the Town will take procurement action in this matter. However, the Town is interested in determining how best to meet the needs of the WWTP and Department of Public Works and may pursue new procurement if it appears to be in the Town's best interest.

PROJECT CONSIDERATIONS

The following considerations are offered in order to provide context for respondents interested in this Request for Information. The list is not comprehensive and respondents should not limit the information they provide to the issues outlined below. Innovative ideas and approaches are being sought. The Town recognizes that innovative ideas carry a certain level of risk and would encourage respondents to provide insight into the risks associated with such ideas. Respondents are encouraged to review the project documents in order to more fully understand the project.

- *Department of Public Works.* The WWTP shares a site with the Town's Department of Public Works (DPW). The plant upgrade was designed assuming DPW would remain at the current location. This constraint of space limited the project design and constructability, and will hinder the functionality of DPW. Any information or options provided may consider relocating or collocating DPW and portions of the Town Park, thus providing additional space for wastewater treatment facilities.
- *Treatment Technology.* The designed upgrade utilizes membrane bio-reactor (MBR) technology in order to meet nutrient removal requirements. Other technologies may be used provided they will satisfy the environmental requirements imposed by regulatory agencies.
- *Plant Location.* The proposed design is an upgrade to the current WWTP and uses existing buildings and structures in order to minimize the cost of construction. However, constructing a new facility at a new location may be a possibility provided the level of treatment can be maintained and construction can be completed in a cost effective manner.
- *Regional Opportunities.* There are a number of municipal wastewater treatment facilities within a short distance of the Town of Strasburg. These include Front Royal, Woodstock, Middletown, and the Toms Brook-Maurertown Sanitary District operated by Shenandoah County. Options that involve the creation of a regional treatment plant or treatment of Town sewage by a nearby existing facility will be considered.
- *Public-Private Partnerships.* Strasburg has adopted an ordinance that enables the Town to participate in projects through the Public-Private Educational Facilities Infrastructure Act (PPEA), and the upgrade to the WWTP and new DPW facilities would both qualify

under the PPEA. Respondents may submit information that proposes or considers a public-private partnership for the design, construction, and/or financing of the WWTP and DPW facility.

- *Town Resources.* The Town would consider strategies that use Town resources (labor, materials, property, etc.) in order to reduce the overall cost of the project.

PROCEDURE AND TIMELINE

Submissions provided in response to this RFI shall be provided to the Town by the date and time indicated on the cover sheet. Respondents interested in visiting the WWTP or DPW site should contact Jay McKinley, WWTP Chief Operator (540-465-3080, jmckinley@strasburgva.com) or Mark Gundersen, Director of Public Works (540-465-9197, mgundersen@strasburgva.com).

Questions relevant to this RFI shall be submitted via email to solicitations@strasburgva.com by Wednesday, January 23 at 5:00 p.m. An addendum to this RFI may be issued no later than 5:00 p.m. on Friday, January 25 following the receipt of all submitted questions. After reviewing responses to this RFI, the Town may invite respondents to present the information submitted to the Town Council and/or staff in a formalized setting.

PROJECT DOCUMENTS

Respondents are strongly encouraged to review the following documents before submitting a response to the RFI. Documents are available on the internet (via Google Drive) at the following address: <http://goo.gl/UBaSp>.

Title	Description	Publish Date
Preliminary Engineering Report	Original Design PER	September 2006
Geotechnical Engineering Study	Prepared by Schnabel Engineering, LLC.	December 2009
Preliminary Engineering Report Addendum	Includes MBR, EQ & ATAD	March 2010
Environmental Report	Prepared by EEE Consulting, Inc.	September 2010
Value Engineering Report	Performed at 80-90% of design completion	November 2011
Plans & Bid Documents	Full plans and technical specifications	September 2012
Bid Tabulation	Tabulation of eight submitted bids	November 2012

Cost Estimates	Cost estimates as provided by Arcadis	July & September 2012
Public Works Space Needs Study	Prepared by SFCS	October 18, 2012

SUBMISSION DETAILS

Respondents should submit one (1) electronic copy (PDF format) of the following:

1. *RFI Cover Page.*
The cover page of the RFI signed and completed by the appropriate individual.
2. *Introductory Letter.*
A cover letter briefly introducing the respondent. The letter should indicate whether the respondent is interested in receiving additional information about the WWTP or DPW projects.
3. *Information Package.*
Any information the respondent desires to submit for consideration by the Town. This may include written narratives, plans, drawings, diagrams, photos, videos, specifications, standards, lists, or any other information pertinent to the project. As previously mentioned, the Town desires general information and innovative ideas for meeting the needs of wastewater treatment and the Department of Public Works.

Respondents to this RFI should submit the requested information by **Wednesday, February 13, 2013 at 5:00 p.m.** Information submittals, in the appropriate electronic format (PDF), should be sent to the following email address:

solicitations@strasburgva.com
Subject line: Request for Information

Any questions regarding this RFI should be directed to:

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