



# **Request for Qualifications**

**For**

**Engineering Services**

**Industrial Pretreatment Facilities  
Feasibility Study**

**Issue Date: March 14, 2018**

**Response Deadline: April 30, 2018, 3:00 p.m.**

## General

In accordance with the applicable provisions of Texas Local Government Code, Riverbend Water Resources District (“Riverbend”) is requesting qualifications to contract with a qualified engineering firm with considerable experience to provide engineering services to a local governmental entity.

Riverbend is located in Bowie, Cass, and Red River Counties and is chartered by the Texas Legislature (2009) as a conservation and reclamation district created under and essential to accomplish the purposes of Section 59, Article XVI, Texas Constitution, as set forth in Title 6, Special District Local Laws Code, Subtitle L, Municipal Water Districts, Chapter 9601, with statutory powers including the authority to acquire any and all storage rights and storage capacity in a reservoir or other water source inside or outside the boundaries of the district, and to acquire the right to take water from that reservoir or source, subject to the rights or permits held by municipalities or other persons. A primary goal of RWRD is to provide a sustainable water supply for water user groups within the region.

## Scope

Riverbend is seeking to enter into an engineering services contract with a Professional Engineer or Engineering firm for the development of a feasibility study related to industrial pretreatment on the Red River Army Depot (“RRAD”) limited in scope for the purpose of comparing and contrasting three alternatives: 1) do nothing and continue maintenance; 2) reconditioning the existing facilities; and 3) decommissioning current facilities (or portions thereof) and building new facilities. The current treatment facilities at RRAD contain 2 different sides of treatment in which we call “Phosphate” and “Chrome”. The phosphate side treats for all types of industrial wastewater containing petroleum hydrocarbons including diesel, gas, oil, lubricating fluids and pretty much any other fluid that’s within any of the vehicles they are washing on the depot. The chrome side treats for all metal related industrial wastewater which includes zinc, aluminum, cadmium, copper, silver, etc. Both the phosphate and chrome side effectively treat the water to an extent. The cross-connections in the industrial wastewater lines are causing metals to go to the phosphate side which results in a high content of aluminum in the phosphate water that causes problems downstream. Fixing the cross-connection issues is not an option at this time due to an indirect disagreement between Army personnel. We also have several things needing to be fixed including an oil water separator, new catwalk for our clarifier, new actuator valves for the chrome tanks, etc. Referring to the circumstances mentioned above we want to consider all options available to correcting these issues and, if possible, we would like to consider looking into a treatment process that could handle both streams of water to help reduce the footprint of our plant and to address the cross-connection problems.

All procedures and methods used in developing the feasibility study shall be in accordance with TCEQ standards and guidance and any applicable federal/military standards. Meetings will be held with Riverbend and Army staff to review these procedures and methods and to coordinate the overall development of the feasibility.

There is an optional pre-proposal meeting on Monday, April 16, at 10:00 a.m. at the Riverbend main office located at 228 A Texas Avenue, Texarkana, Texas 75570.

## Contract

It is the intent of Riverbend to enter into a master engineering contract with the selected provider and issue task orders for the work to be performed under this request.

## Minimum Submission Requirements

The following minimum requirements must be demonstrated in order for the submission to be **considered responsive** to Riverbend. Any response received, which is determined to not meet these mandatory requirements shall be immediately disqualified and rejected as non-responsive.

The Statement of Qualifications (SOQ) shall be provided as one (1) original and five (5) hard copies along with one (1) PDF copy on a flash drive. The SOQ shall be no more than twelve (12) 8-1/2" x 11" pages (Times Roman, 12 font) with 1" margins, excluding an appendix that includes one-page resumes of no more than three team members that would be assigned to the project.

Section 1 of the SOQ shall be no more than 4 pages and shall include the following:

- Information on the firm including office location and a general breakdown of staff (PE's, graduate engineers, techs, etc.) in the office that the work will be performed in.
- Qualifications of the firm and proposed team members.

- Section 2 of the SOQ shall be no more than 8 pages and shall include the following:

- A description of your understanding of a typical Industrial Wastewater Facility;
- A discussion of various processes of treatment of industrial wastewater;
- A proposed schedule and the ability to meet this schedule;
- A list of similar projects in scope that the proposed team members have completed over the last five years including scope, cost and duration; and
- Other information the responder deems pertinent.

The SOQ shall be sent by mail or hand delivery no later than **Monday, April 30 at 3:00 p.m.** SOQs received after the above date and time will be considered non-responsive and will be returned unopened. All SOQs shall be placed in an opaque envelope identified with the following information visible on the envelope:

### **Industrial Pretreatment Facilities Feasibility Study**

**Firm Name:** \_\_\_\_\_

**Due Date:** **Monday, April 30, 2018**

**Time Due:** **3:00 p.m.**

The SOQ shall be delivered to the following address:

**Riverbend Water Resources District**  
**Attn: Liz Fazio**  
**228 Texas Avenue, Suite A**  
**New Boston, TX 75570**

## Deadlines and Approximate Timeline

<b>Publication of Notice</b>	March 14, 2018
<b>Optional Pre-Proposal Meeting</b>	April 16, 2018 at 10:00 a.m. Riverbend Main Office 228 Texas Avenue, Suite A New Boston, TX 75570
<b>Deadline for Submitting Bids/Opening of Bids</b>	April 30, 2018 at 3:00 p.m. Riverbend Main Office 228 Texas Avenue, Suite A New Boston, TX 75570
<b>Contract Negotiations</b>	May 7, 2018 – May 11, 2018
<b>Board of Directors Selects Firm to Begin Contract Negotiations</b>	May 23, 2018
<b>Notice to Proceed</b>	June 1, 2018

## Selection Process and Evaluation Factors

Riverbend may select an individual, firm, or a team that it determines to be the most qualified to perform the work as defined in the scope of work. If a team of firms is proposed for the project, the team must be structured in a manner where one firm is the prime (contracting party) and the other(s) will be a sub-contractor to the prime. **Please be advised that an individual, firm, or team determined to be the most qualified to perform the work may be required to submit information pursuant to Chapter 2252 of the Texas Government Code and in compliance with HB 1295 as passed by the 84th Regular Legislative Session.**

All proposals received will be evaluated by a committee. The committee will rank all proposals. Riverbend reserves the right to conduct interviews with the top ranked firms if deemed appropriate to further aid in the selection of the best qualified firm.

The SOQ's will be evaluated based on the following criteria:

- Quality of the Response 10%
- Team Organization
  - Project Leadership Team 25%
  - Technical Support Staff 15%
- Project Experience 20%
- Project Approach and Projection Implementation Timeline 25%
- Summary 5%

After evaluation by the selection committee, a recommendation will be made to the Riverbend Board of Directors for approval. Upon approval by the board of directors, negotiations will commence with the selected firm. If a satisfactory contract cannot be negotiated with that firm, Riverbend shall formally end negotiations with that firm and consider the next most favored provider and attempt to negotiate with that firm. Riverbend reserves the right to reject any and/or all proposals and to waive any and/or all technicalities and informalities received in response to this RFQ.

**Lobbying of selection committee members, RWRD Board Members and staff will not be permitted nor tolerated during the RFP solicitation period.**

If Riverbend decides to interview selected firms, the interview will consist of a 20 to 25-minute presentation, followed by a 15 to 20-minute question-and-answer session with an interview panel. The presentation your consultant team will make may be of a content/format of your choosing, but it should illustrate your overall work approach, experience, scope highlights, and personnel to be applied to the project. Up to three members of your consultant team may be present at the interview which shall include the proposed project manager.

## **Reservation of Rights and Contact Person**

Riverbend reserves the right to:

- Reject any and all qualifications received.
- Issue a subsequent RFQ.
- Amend the RFQ or cancel the entire RFQ.
- Remedy technical errors in the RFQ process.
- Negotiate with any, all or none of the Respondents to the RFQ.
- Waive informalities and irregularities.

This RFQ does not commit Riverbend to enter into a Contract, nor does it obligate it to pay any costs incurred in the preparation and submission of proposals or in anticipation of a contract.

All questions should be directed to Liz Fazio Hale in writing at [lizfazio@rwr.org](mailto:lizfazio@rwr.org).