

**NOTICE TO PROVIDERS OF PROFESSIONAL SERVICES  
REQUEST FOR QUALIFICATIONS  
RFQL-DDC-1600002  
SAND ISLAND WASTEWATER TREATMENT PLANT (SIWWTP) SECONDARY  
TREATMENT UPGRADE**

The City and County of Honolulu, Department of Design and Construction, is seeking a professional services engineer to plan and design various facility improvements for the SIWWTP Secondary Treatment Facility Upgrade project.

**BACKGROUND:**

The project will require complete professional engineering project planning, design, and services during bidding and construction for discrete projects developed, scoped, phased, and programmed as part of the SIWWTP Secondary Upgrade Plan and Program developed by the City. The Plan is expected to be finalized in the near future; thereafter projects will be assigned to the Consultant to complete within set timeframes. All work necessary for these assignments shall be the responsibility of the Consultant. This includes, but is not limited to, all required permits and clearances for the work. It is anticipated that an Environmental Impact Statement for the secondary upgrade work will be completed by others; however, additional environmental assessment or any environmental permitting work to allow the project to comply with Hawaii Revised Statutes ("HRS"), Chapter 343 requirements may be included as an optional scope item in this project.

The City will rely on information provided within the SIWWTP Facilities Plan (Fac Plan) in developing the SIWWTP Secondary Upgrade Plan and Program now and in the future. Consequently, contractors who have participated or are participating in any way in the development of the solicitation package or any resulting contract including, but not limited to tasks such as preparing specifications or work statements relating to the SIWWTP secondary treatment upgrade or sections in the SIWWTP Fac Plan project relating to the SIWWTP secondary treatment upgrade will not be considered due to conflict-of-interest concerns pursuant to the HRS Section 103D-101 and Section 103D-405 and Hawaii Administrative Rules Section 3-122-13 and Section 3-131-1.02.

Joint Ventures (JV) may submit a Statement of Qualification (SOQ); however, any award shall be contingent on completion of proper registration pursuant to HRS Section 425-1 and proper licensing in compliance with Hawaii Administrative Rules Section 16-77-13. **Qualifications of subconsultant(s) should not be included within the SOQs and will not be considered as part of the SOQs.**

## **SCOPE OF WORK:**

The scope of work under this solicitation involves all project planning, design, and services during bidding and construction necessary to upgrade the SIWWTP to a secondary treatment facility to fulfill all requirements prescribed by the First Amended Consent Decree (FACD) as modified, as well as any regulatory requirements that exist or may become mandated during the project timeframe. The FACD can be accessed through the link: <http://www.honolulu.gov/cms-env-menu/site-env-sitearticles/801-consent-decree.html>.

The SOQ should reflect Consultant's capabilities, experience, expertise, and capacity in regards to the project planning, design, and services during bidding and construction for **ALL** of the following types of treatment plant systems, as directly applicable to the upgrade work to complete facilities necessary to comply with secondary treatment standards for wastewater discharge at the SIWWTP by 2035.

The SOQ must include experience and professional qualifications regarding the following type of Secondary Treatment Plant Systems and Appurtenant/Treatment Systems Upgrades:

- I. Secondary Treatment Plant Systems:
  - A. Suspended Growth Options:
    1. Step Feed Activated Sludge
    2. Selector Activated Sludge
  - B. Submerged Biofiltration:
    1. Membrane Bioreactor
  - C. New Technologies:
    1. Absorption/Bio-oxidation Process
- II. Appurtenant Treatment Systems/Upgrades:
  - A. Biological Nutrient Removal
  - B. Flow Equalization
  - C. Sewage Lift Station
  - D. Primary and Secondary Sedimentation
  - E. Anaerobic Digestion
  - F. Sludge Thickening
  - G. Energy Conservation/Recovery
  - H. Solids Handling
  - I. Odor Control

## PROJECT SCHEDULE:

The FACD requires that the SIWWTP be upgraded to comply with secondary treatment standards for wastewater discharges by 2035. In addition, it is noted that the FACD has interim compliance milestones for this project. Accordingly, the contract term for this project is subject to contract renewals based upon predetermined milestones, for a total contract term of up to 20 years. It is intended that contract renewals shall be contingent upon satisfactory performance of predetermined milestones based upon performance reviews conducted by the City.

## SUBMITTAL MATERIALS:

Qualified firms interested in being considered for the above contract are invited to submit their qualifications in accordance with HRS Section 103D-304. The SOQ shall include the following:

1. Letter of Interest
2. Information on the firm/consultant/JV:
  - a. Name of the firm/JV name, principal place of business, location of all its offices;
  - b. The age of firm/JV and its average number of employees over the past ten years;
  - c. The education, training, experience, and qualifications of key members of the firm and the proposed project team;
3. Other related information:
  - a. Proposed team composition (local or mainland) and descriptions of their roles and responsibilities; do not include sub-consultants.
  - b. Proposed staff commitment; do not include sub-consultants.
  - c. Experience and professional qualifications of the proposed staff, excluding sub-consultants. The information shall include all types of treatment plant systems listed above.
  - d. Client references - up to ten (10) who may be contacted, including at least five (5) for whom services were rendered within the past two (2) years; and
  - e. Any promotional or descriptive literature which the firm desires to submit.
  - f. In accordance with HAR §3-122-63(b), the Statements of Qualifications and related information submitted by the Offerors (Submittal Materials), except those portions designated "**confidential**," will be open to public inspection upon posting of this Contract. Offerors shall designate in writing those portions of their Submittal Materials that contain trade secrets, proprietary, confidential commercial and financial information, or information that are confidential due to privacy interests that are to remain confidential, subject to HAR §3-122-58.

The specific proprietary information, trade secrets, confidential commercial and financial information with privacy interests, must be clearly identified as such. Material designated as confidential must be **readily separable** from the Submittal Materials to facilitate inspection of the non-confidential portion of the Submittal Materials. Designation of the entire Submittal Materials as confidential will not be acceptable.

### **EVALUATION CRITERIA:**

Submittal materials will be evaluated on the following criteria, in descending order of importance, as required by HRS Section 103D-304:

1. Experience and professional qualifications relevant to all Secondary Treatment Plant Systems and Appurtenant/Treatment Systems Upgrades stated above;
2. Past performance on projects with similar scope for public agencies or private industry, including corrective actions and other responses to notices of deficiencies; and
3. Capacity to accomplish the work on time.

Pursuant to HRS Section 103D-304(h), the City will negotiate with the first ranked consultant. If a satisfactory contract cannot be negotiated with the first ranked consultant, negotiations with that consultant shall be formally terminated and negotiations with the second ranked consultant on the list shall commence, and so forth.

### **DEADLINE:**

1. An original, five (5) hard copies, and one (1) compact disc (CD) containing Portable Document Format (PDF) files of the submittal materials packet shall be submitted no later than December 30, 2015 at 2:00 P.M. Hawaii Standard Time to:

City & County of Honolulu  
Department of Budget and Fiscal Services  
Division of Purchasing  
530 South King Street, Room 115  
Honolulu, Hawaii 96813

Attention: Professional Services Advertisement No. RFQL-DDC-1600002

2. NO FACSIMILE SUBMITTALS WILL BE CONSIDERED.
3. Materials submitted for only parts of the project may not be considered.

Further inquiries regarding the service required shall be directed in writing to the Purchasing Division at email address [bfspurchasing@honolulu.gov](mailto:bfspurchasing@honolulu.gov). Questions in regards to this request for Statements of Qualification shall not be accepted after December 17, 2015.

*Michael F. Sheu*

---

For Wendy Imamura  
Purchasing Administrator  
City and County of Honolulu  
*W Imamura*