



# Design Review Committee Briefing #25

**Subject:** Phase II Upgrades Procurement Schedule

**Date:** August 9, 2019

## The Issue

On June 3, 2019 City of Nampa City Council unanimously approved the recommended project packaging and delivery approach of the Nampa WWTP Phase II Upgrades. Four of the projects will be delivered using a traditional design-bid-build method that follow traditional procurement procedures. The largest project, Project Group F will be delivered as a progressive design-build project. Different procurement proceedings are required for progressive design build projects.

## Background and Analysis

Traditional procurement for design-build projects follow a series of steps that allow engineers and contractors to put forth proposals to complete the required work. Cities select a firm and then enter negotiations and contracting before the work is initiated. Project Group D and Project Group E are both traditional design-build projects. Both the final design engineer/ architecture firm and the contractor will be selected via a process like the traditional procurement process described above.

Project Group D, Primary Digester No. 5 and Waste Gas Burner Relocation project, is similar to Project Group C, Primary Digester No. 4, currently under construction at the WWTP. For this reason, the City selected Stan-tec to perform final design and engineering services as is consistent with Project Group C. Project Group D is currently in final design and will be completed by the end of January 2020.

Once final design has been completed, Project Group D will move into contractor procurement. When a project moves into construction, contractors submit bids to complete the required work. Contractors are awarded projects based on a competitive bid process; the contractor that submits a proposal with the lowest cost is awarded the project. In Idaho contractors are not selected based on qualifications but rather lowest bid. Bidding is anticipated to open in January of 2020 for Project Group D. Construction is slated to begin in March of 2020.

Project Group E, Administration and Laboratory Building Renovation, will require an architecture firm to perform final design. The City has a pre-selected architecture roster of qualified architecture firms. The City has elected to request interviews from three firms from the architecture roster. The Request for Interviews document was released on August 7, 2019. Table 1 shows the schedule for selecting the architecture firm as it was proposed in the Request for Interviews document.

**Table 1: PGE Procurement Schedule**

Event	Due Dates and Deadlines
Request for Interviews distributed to architectural roster	Wednesday, August 7, 2019
Site Visit for Proposers	Wednesday, August 14, 2019, at 9:00 a.m.
Interviews	Week of August 26, 2019
Notify selected design firm	Friday, August 30, 2019
Scope and fee negotiations	Monday, September 3–Friday, September 20, 2019
Present contract to city council for approval	Monday, October 7, 2019

Construction on Project Group E will begin in June of 2020 and final completion expected approximately a year later.

Progressive design build projects require more steps to select a design-build firm. Currently, the City of Nampa is engaged in the initial phase: Market sounding. This period allows the city to gain insight into the market factors that may affect design-builders from deciding to propose on a project. It includes confidential meetings between City representatives and interested parties.

The City will then submit a Request for Qualifications (RFQ) which allows any interested party to respond. The City then selects a short-list of firms that it would like to provide more information to about the project. The short-listed firms receive a Request for Proposal (RFP) from the City and respond with a more detailed proposal. Following interviews with the respondents the City then selects a firm to award the contract to and enter into a partnership to complete the required work.

On August 1, 2019, the Wastewater Program Team released a market sounding brief, initiating the market sounding period. Table 2 shows other milestones for procurement of Project Group F as they were detailed in the market sounding brief. The market sounding brief that was distributed to interested teams is included as an attachment to this briefing.

<b>Event</b>	<b>Due Dates and Deadlines</b>
Market sounding	August 13–16, 2019
Request for Qualifications advertisement	Late September/early October 2019
Statement of Qualifications responses deadline	Early November 2019
Shortlisting of three qualified respondents	Late November/early December 2019
RFP Issued to shortlist	January 2020
One-on-one confidential meetings	Late January/early February 2020
Proposals deadline	February 2020
Interviews	March 2020
Notice of award	April 2020
Contract negotiations	May 2020
Notice to proceed	June 2020

### **Potential Consequences**

The City's planned procurement schedule enables projects to be delivered on time in accordance with anticipated National Pollutant Discharge Elimination Standards (NPDES) permit changes. Adherence to these schedules is important to maintaining compliance.

### **Recommendation**

This DRC briefing is intended to provide background information as the Nampa WWTP Phase II/III Upgrades project progresses. No recommendation is necessary.

Nampa Wastewater  
Program  
Market Sounding Brief

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Prepared for  
City of Nampa  
July 26, 2019

# Table of Contents

List of Figures .....	ii
List of Tables .....	ii
1. Introduction .....	1-1
1.1 Purpose .....	1-1
1.2 Participation .....	1-1
1.3 Limitations.....	1-1
1.4 Instructions/Interview Dates.....	1-1
2. Project Background.....	2-1
2.1 City of Nampa Wastewater Program.....	2-1
2.2 Project Overview .....	2-1
2.3 Project Location .....	2-2
2.4 Project Scope .....	2-5
2.5 Project Funding.....	2-6
2.6 Procurement Approach.....	2-6
2.7 Schedule.....	2-7
2.7.1 Estimated Procurement Schedule .....	2-7
2.7.2 Project Completion .....	2-7
3. Discussion Guide/Questions.....	3-1

## List of Figures

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Figure 1. Conceptual diagram of the City of Nampa’s Class A recycled water program .....	2-2
Figure 2. Project location map .....	2-3
Figure 3. Project site plan.....	2-3
Figure 4. Nampa WWTP liquid process flow diagram .....	2-4
Figure 5. Nampa WWTP solids process flow diagram .....	2-4
Figure 6. Nampa WWTP solids process flow diagram .....	2-5

## List of Tables

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Table 2-1. Procurement Schedule for Nampa WWTP Phase II Upgrades: Project Group F .....	2-7
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## Section 1

# Introduction

This section provides background information for the Market Sounding Brief.

### 1.1 Purpose

The City of Nampa (City), Idaho, is implementing major upgrades to the Nampa Wastewater Treatment Plant (WWTP) in phases. On June 3, 2019, the City Council approved progressive design-build (DB) as the delivery method for Phase II, Project Group F (Project), which is a major portion of the Phase II Upgrades (see Section 2.2 for a list of the specific components included in Project Group F.)

Brown and Caldwell (BC) is serving as owner's advisor (OA) for this progressive DB project and is conducting this market sounding to better understand market perspectives and solicit feedback and/or concerns with how progressive DB will be implemented.

### 1.2 Participation

As the OA, BC will not submit a proposal in the design-build procurement for the Project. BC will conduct the market sounding under a confidential setting. Any input provided will not be attributed to specific companies. However, BC will prepare a report for the City that will contain findings based on aggregated market sounding input.

Whether a company or team participates in the market sounding will have no bearing whatsoever on the eligibility of the company or team to participate in any future procurement of services related to the Project. Neither will participation in the market sounding offer competitive advantage to any of the potential respondents.

The opportunity to participate in this market sounding is open to prospective DB respondents (either in a lead or support role) on a first-request basis given the available number of time slots designated for conference calls. Interested parties are encouraged, but are not required, to respond and participate as teams. In any case, individual firms and/or individuals should participate in only one market sounding session.

### 1.3 Limitations

The information provided in this brief regarding the Project is general in nature, subject to change, and meant only to facilitate discussion. Market sounding respondents and third parties shall not rely in any manner, or for any purpose, on this document. The resulting report to the City will not be made available to any of the market sounding participants. The City has the responsibility and will exclusively make all decisions in connection with the Project.

### 1.4 Instructions/Interview Dates

Respondents should view this document as an invitation to participate in telephone conference calls to obtain the market input and feedback on the topics provided herein. Telephone conference calls will occur between August 13, 2019, and August 16, 2019.



To request a conference call time please email Emily O'Morrow at [EMorrow@brwncald.com](mailto:EMorrow@brwncald.com). The subject line of the email should read **"Nampa Project Group F Progressive DB Market Sounding."** Email responses should include preference for first, second, and third dates and times from the following:

### Primary Days

August 13, 2019:

- 9:30 a.m.–10:30 a.m.
- 11:00 a.m.–12:00 p.m.
- 1:00 p.m.–2:00 p.m.
- 2:30 p.m.–3:30 p.m.

August 14, 2019:

- 9:30 a.m.–10:30 a.m.
- 11:00 a.m.–12:00 p.m.
- 1:00 p.m.–2:00 p.m.
- 2:30 p.m.–3:30 p.m.

August 15, 2019:

- 9:30 a.m.–10:30 a.m.
- 11:00 a.m.–12:00 p.m.
- 1:00 p.m.–2:00 p.m.
- 2:30 p.m.–3:30 p.m.

August 16, 2019

- 9:30 a.m.–10:30 a.m.
- 11:00 a.m.–12:00 p.m.
- 1:00 p.m.–2:00 p.m.
- 2:30 p.m.–3:30 p.m.

Please also identify parties that will be on the call and their respective role on the team whether as a designer, builder, design-builder, or other.

If there are any questions or need for clarification regarding this brief, please contact Matt Gregg at [mgregg@brwncald.com](mailto:mgregg@brwncald.com) or 208.389.7717.



## Section 2

# Project Background

This section provides the background for the Nampa Wastewater Program, specific information for the Project, the procurement approach, and a general overview of the schedule.

## 2.1 City of Nampa Wastewater Program

The City is a nonprofit, local government agency located in Canyon County and has a population of approximately 90,000. The Nampa WWTP has a design capacity of 18 million gallons per day and serves a diverse mix of residential, commercial, and industrial customers.

The Nampa WWTP was issued an updated National Pollutant Discharge Elimination System (NPDES) permit in September 2016. The permit contains strict limits for total phosphorus and temperature, which the Nampa WWTP is unable to achieve in its current configuration.

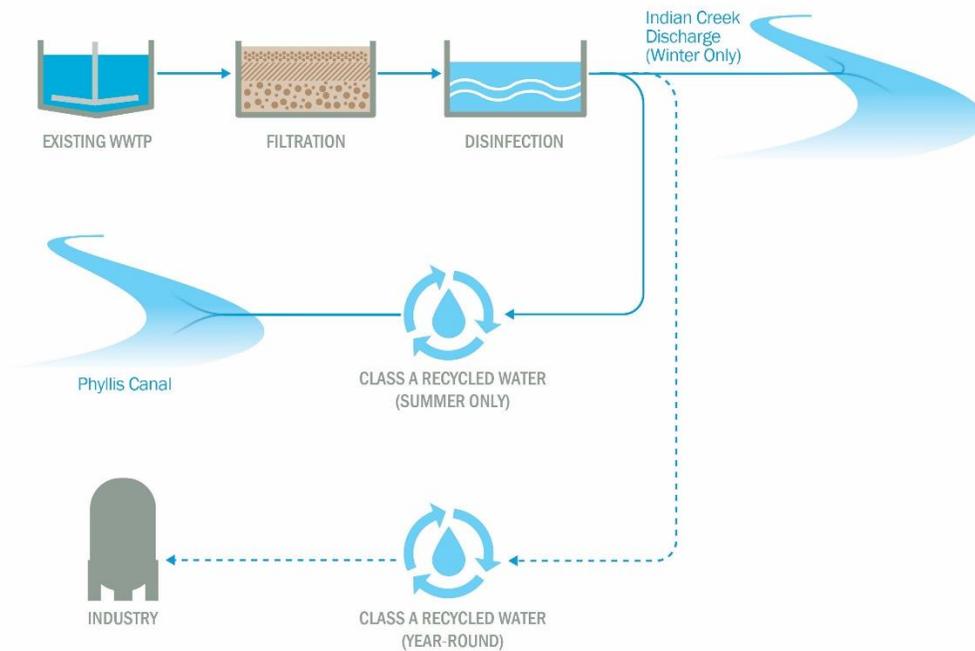
In addition to meeting these strict regulatory requirements, the City is upgrading the Nampa WWTP to provide capacity for future population growth through 2040 and address aging existing infrastructure. The City has elected to implement a recycled water program as part of its overall strategy for upgrading the Nampa WWTP.

The *Nampa Wastewater Program Facility Plan* (Brown and Caldwell 2018), adopted by the City in 2018, established the vision for the City's Class A recycled water program. The recycled water program will provide Class A-treated water to local irrigation users, and ultimately to industrial users, in the City's service area. The City has chosen to follow a phased approach to upgrading the Nampa WWTP. The capital investments are therefore being executed in Phase I and Phase II Upgrades.

## 2.2 Project Overview

The City, with this Project, will be treating water to Class A standards and providing conveyance to irrigation customers; conveyance to industrial customers will be a future project based on demand. During the summer season, the Project will convey reuse water to Pioneer Irrigation Company's Phyllis Canal. During the winter season, the Project will discharge to Indian Creek consistent with NPDES permit requirements. Figure 1 illustrates this flow regime.

Recycled Water Program



**Figure 1. Conceptual diagram of the City of Nampa's Class A recycled water program**

*Source: Modified from 2017 Nampa Wastewater Advisory Group meetings*

Under Idaho Administrative Procedures Act 58.01.17 Recycled Water Rules, the Class A recycled water program requires a reuse permit issued by the Idaho Department of Environmental Quality (IDEQ). The City has submitted a reuse permit application to the IDEQ and expects a draft permit to be issued in July 2019.

The City will be submitting a Preliminary Engineering Report (PER) to the IDEQ for the indicative design concept developed by the OA; the selected Design-BUILDER will be expected to submit PER modifications to the IDEQ as needed to align with its design.

## 2.3 Project Location

Figure 2 shows the location of the Nampa WWTP.

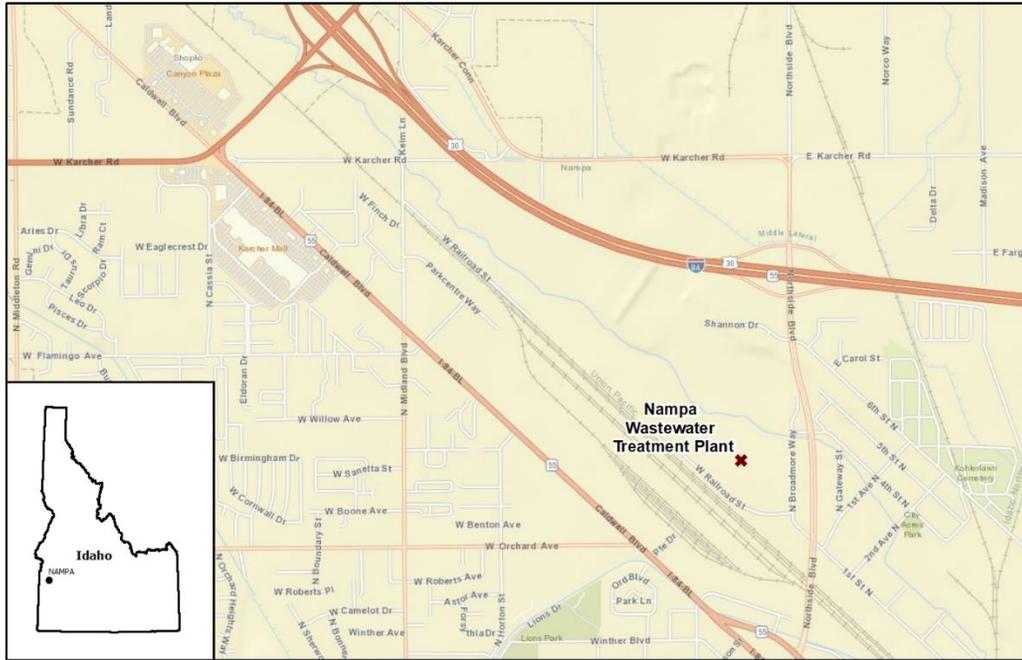


Figure 2. Project location map

Most Project components will be constructed onsite as shown in Figure 3.

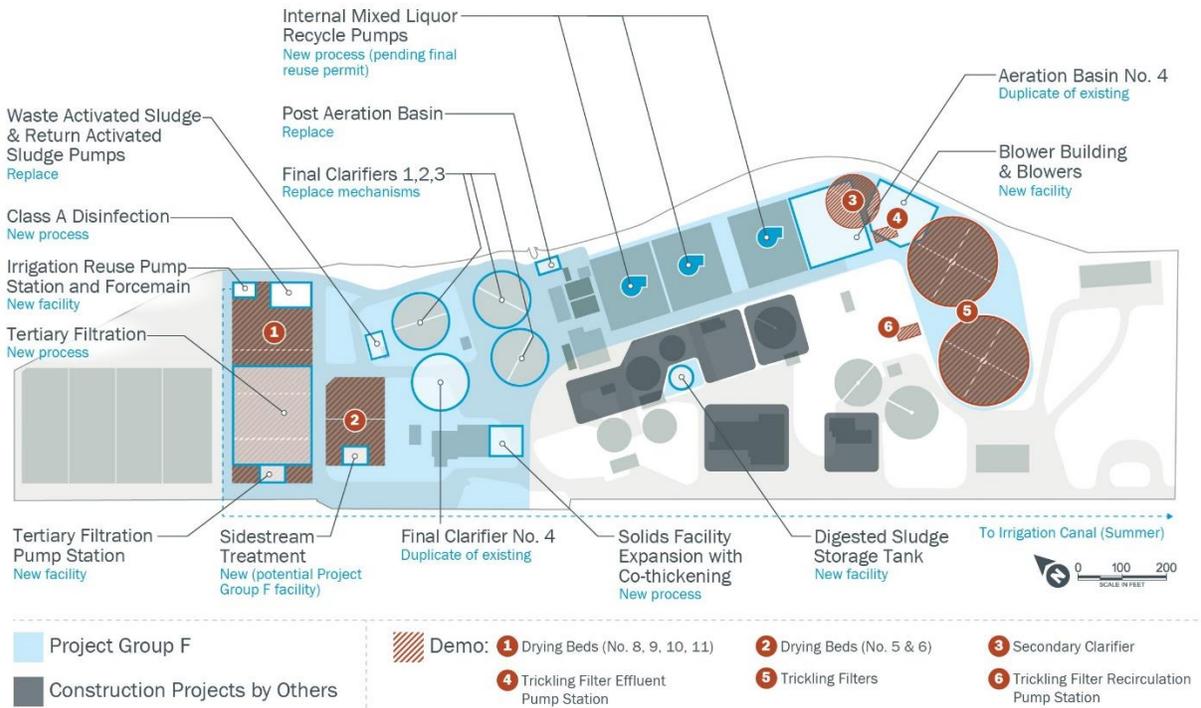


Figure 3. Project site plan

Figures 4 and 5 are process flow diagrams illustrating the liquid stream and solid stream processes, respectively.



## Liquid Process

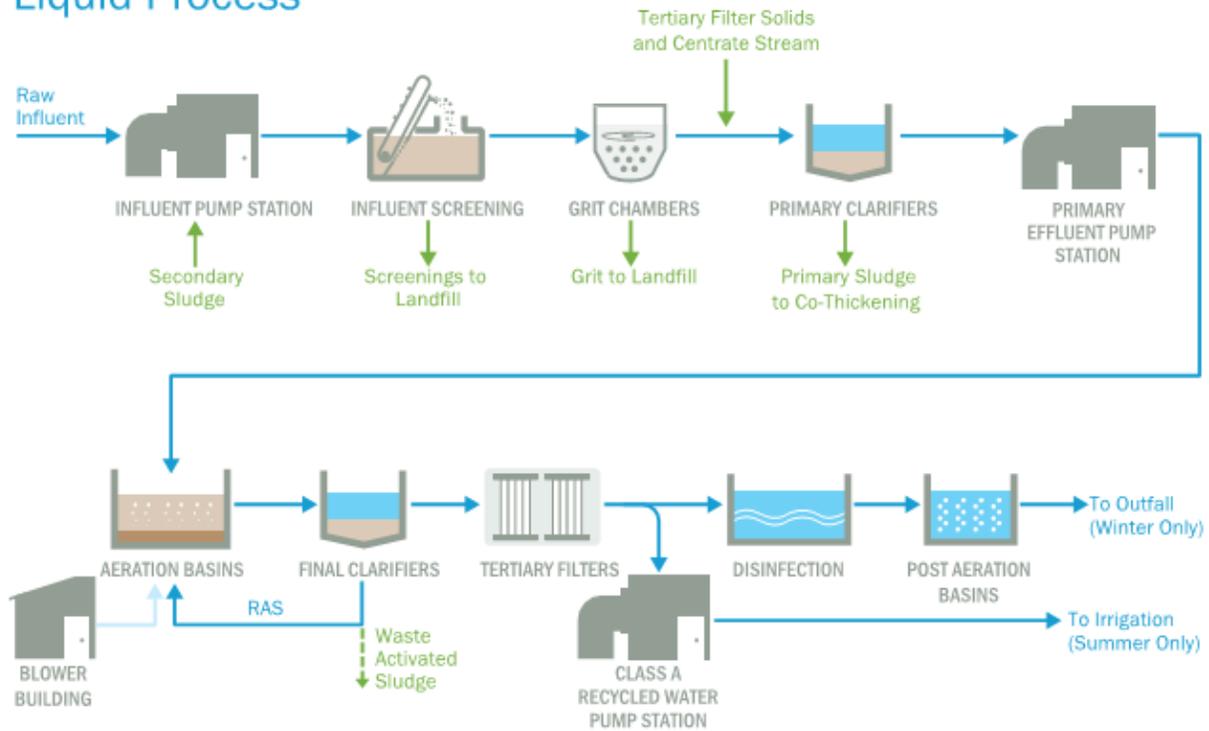


Figure 4. Nampa WWTP liquid process flow diagram

## Solids Process

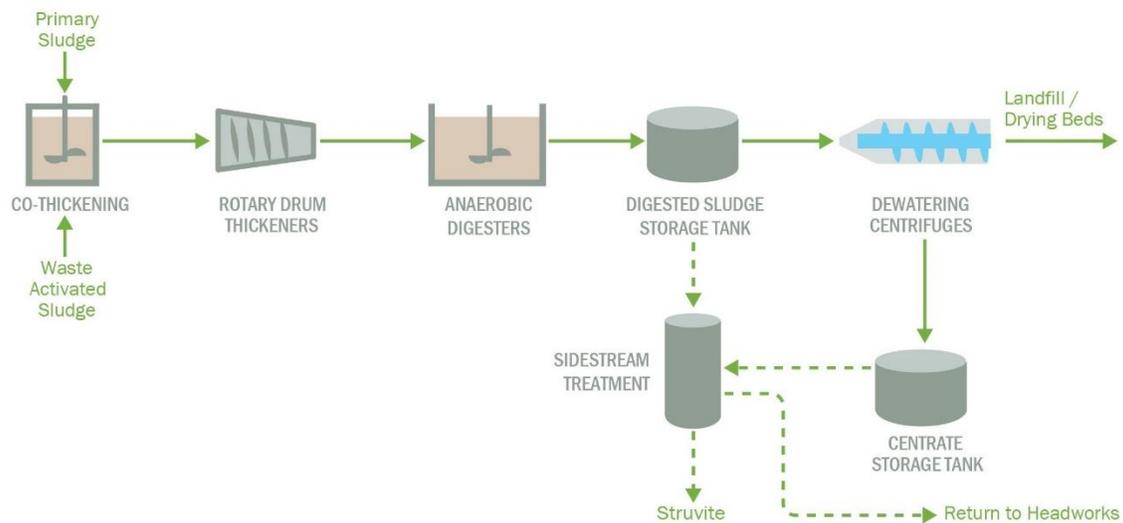


Figure 5. Nampa WWTP solids process flow diagram

The Class A irrigation pipeline will be constructed outside the Nampa WWTP property boundary. As a result, the pipeline routing will require coordination with external stakeholders, including Pioneer

Irrigation Company, Union Pacific Railroad, and other entities. The City will take the lead in coordinating with these external stakeholders.

The precise location for the irrigation pipeline is yet to be determined. However, Figure 6 shows preliminary alignment alternatives for the pipeline. All of these alternatives will require a railroad crossing, but the number of tracks to be crossed will vary between the selected alternatives.

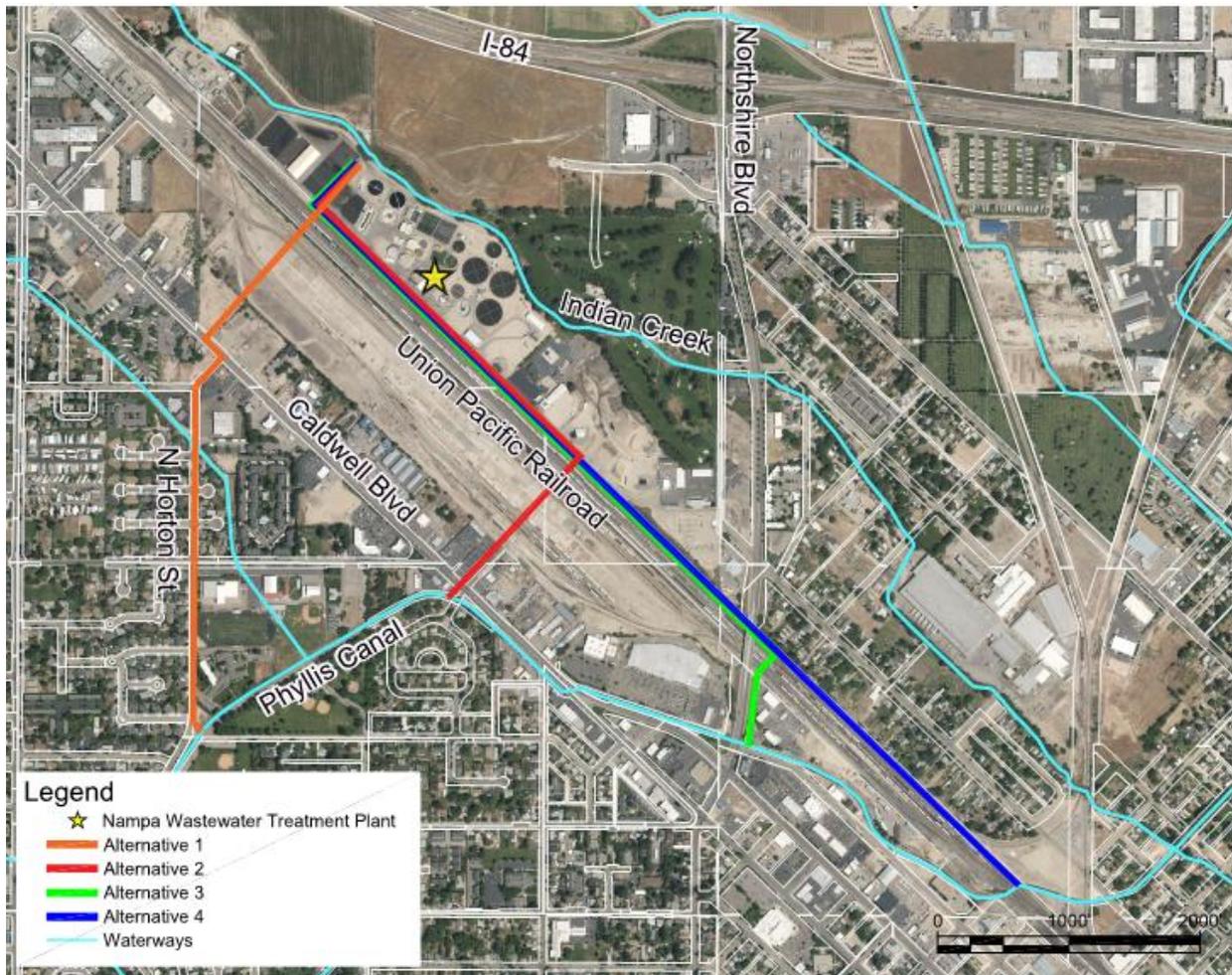


Figure 6. Irrigation reuse pipeline route alternatives

## 2.4 Project Scope

Major Project components include the following list:

- New Aeration Basin No. 4 (duplication of existing aeration basins)
- New internal mixed liquor recycle pumps (pending final reuse permit)
- New Blower Building and blowers
- New Final Clarifier No. 4 (duplication of existing final clarifiers)
- Replace Final Clarifier mechanisms (duplication of existing final clarifier mechanisms)
- New Tertiary Filtration Pump Station
- New tertiary filtration

- New Class A disinfection
- New Irrigation Reuse Pump Station and force main
- Replace Post Aeration Basin structure and blower
- Replace waste activated sludge and return activated sludge pumps
- New digested sludge storage tank
- Expand solids facility with co-thickening
- Replace motor control center
- Demolish drying beds, trickling filters, secondary clarifier and secondary clarifier pump station, and related facilities

In addition, the City is considering adding new sidestream treatment to the Project scope (this is currently slated for a different project group).

## 2.5 Project Funding

The City is funding the Project by both the City's Sewer Fund and a State Revolving Fund (SRF) loan. The SRF loan is the primary funding source of the Project and will be issued in stages. The selected Design-Builder will need to comply with SRF loan requirements. In addition, the selected Design-Builder will need to match project execution with the funding cashflow.

## 2.6 Procurement Approach

The City has elected to use progressive DB delivery for designing and constructing the Project but will be using other delivery methods for other project groups within Phase II Upgrades. The selected Design-Builder will design and construct the Project on an active plant with adjacent projects being executed by other entities.

The City selected progressive DB for the Project for its following benefits:

- Cost transparency
- City input to the design process
- Performance risk transfer
- Lifecycle cost consideration within design and construction decisions

To achieve these benefits, the City will select the design-builder via a competitive process. Specifically, the Project will be procured and delivered using a single contract for designing and constructing the treatment facilities. Procurement will follow a two-step solicitation approach.

1. Step one is the Request for Qualifications (RFQ) process and is open to all interested parties. The RFQ will solicit a statement of qualifications (SOQ) from interested parties, and the City's Selection Committee will review the SOQs based on specific evaluation criteria. The current plan is for up to three firms to be shortlisted.
2. Step two is the Request for Proposals (RFP), in which shortlisted firms are asked to prepare and submit proposals for the Project. After issuance of the RFP, but prior to the submission of proposals, shortlisted respondents will be invited to attend confidential, one-on-one meetings with City staff and the OA to have an open discussion about the Project, including key technical and commercial issues. If needed, addenda to the RFP will be issued by the City in response to these meetings. Following receipt of proposals, the City's selection committee will review proposals, interview proposers, and evaluate proposals based on best value. The City will then enter into contract negotiations with the selected proposer.



The design-builder will be responsible for supporting the permitting, design, construction, and commissioning of the facility through acceptance. These responsibilities will include certain performance requirements to be validated via an acceptance test and certain warranty requirements that will extend beyond acceptance and final completion.

## 2.7 Schedule

Schedule is a critical factor for the City’s selection of progressive DB delivery for the Project. The City’s NPDES permit contains a compliance schedule for achieving total phosphorus and temperature limits. Therefore, the City is interested in understanding respondents’ experience with constructing projects on existing facilities according to a regulatory-driven schedule.

The following sections describe the procurement and overall completion schedule for the Project.

### 2.7.1 Estimated Procurement Schedule

Table 2-1 is an estimated timeline for the Project procurement. Dates and times are subject to change.

<b>Table 2-1. Procurement Schedule for Nampa WWTP Phase II Upgrades: Project Group F</b>	
<b>Milestone</b>	<b>Date</b>
Market sounding	August 13-16, 2019
Request for Qualifications advertisement	Late September/early October 2019
Statement of Qualifications responses deadline	Early November 2019
Shortlisting of three qualified candidates	Late November/early December 2019
RFP Issued to shortlist	January 2020
One-on-one confidential meetings	Late January/early February 2020
Proposals deadline	February 2020
Interviews	March 2020
Notice of award	April 2020
Contract negotiations	May 2020
Notice to proceed	June 2020

### 2.7.2 Project Completion

The City’s permit compliance schedule dictates the deadlines for certain WWTP improvements. The City has set a goal to complete Project commissioning and final acceptance by August 31, 2025. This schedule would give the Nampa WWTP approximately a year of process runtime to optimize the system ahead of the permit deadlines.



## Section 3

# Discussion Guide/Questions

The following topics will be used as a guide for the market sounding discussion. Please review these in advance of your scheduled call and be prepared to address the issues that are of importance from your perspective. It is not required that all topics be addressed in every discussion, but it is intended that discussion generally be limited to these topics. No additional written response or submittal is necessary. The discussion will be led by a facilitator, documented, and responses will be aggregated. **Calls are not to be recorded by any party.** The resulting collective industry input will be used to inform the upcoming procurement process.

### Background information:

1. Please describe the individuals and firms participating in this discussion and their respective roles.
2. Please provide a brief summary of your capabilities and related experience in the design and construction of the Project components, including tertiary filtration, disinfection, and Class A recycled water conveyance systems.
3. What form of team or consortium are you considering for approaching this Project?

### Big picture issues and scope:

4. Does the purpose and intent of the project make sense? Based on your knowledge of the Project to date, what are your greatest concerns about the components from a design and construction perspective?
5. The City has influent, effluent, and process data since 2015 as well as ultraviolet transmittance data since 2014. Do you see a need for additional data or pilot testing? If so, please explain.
6. How does the size of this DB Project align with your capabilities and capacity?
7. The City is considering adding sidestream treatment to the Project. What are your thoughts on how this might affect performance requirements for the Project? What would be the impact of not including this process in the Project?
8. Assuming the Design-Builder is under contract by summer 2020, do you have any concerns about meeting the current Project substantial completion date of April 30, 2025? Are there any schedule concerns that you would like to discuss or address at this time?
9. What other big picture or scope items would you like to discuss or bring to the attention of the OA and/or the City?

### Risk and project performance:

10. What is your ideal division of responsibilities between an owner and respondent for a progressive DB project of this nature? Do you have suggestions for allocating risk between the owner and Design-Builder?
11. This Project contains some facilities that essentially duplicate existing facilities (i.e., Aeration Basin No. 4, Final Clarifier No. 4, etc.) and new processes/facilities (i.e., disinfection, tertiary filtration, etc.). The City is planning to issue relatively prescriptive requirements for those

processes/facilities that duplicate existing processes/facilities and to issue more performance-based requirements for new processes/facilities. What do you think of this approach? Will it in any way affect your ability to accept performance risk? If so, please elaborate.

12. What concerns do you have about local labor markets and subcontractors? Do you have any suggestions for how to best address them?
13. This Project will require permitting coordination and scheduling to obtain easements, right-of-way, etc. What experience do you have with this aspect of the work?
14. What do you think the greatest risks are for this Project?

**SRF loan requirements:**

15. The City will receive SRF loan installments for funding the Project. These installments are received on a specific schedule that is under development between the City and IDEQ. The Project work will need to match the City's loan cashflow. Do you have any thoughts on how this could be implemented?

**Procurement and path forward:**

16. What are you looking for in the City procurement process that would attract you to this procurement?
17. Are there any major barriers to you participating in this procurement process? If so, what are they, and what would you change?
18. The City anticipates providing short-listed teams with a detailed cost estimate on the indicative design for review and comment prior to issuing the RFP. What are your thoughts on this?
19. The City expects a collaborative decision process with the selected Design-Builder for selecting major equipment. What thoughts do you have on how to best incorporate lifecycle cost analysis and equipment procurement strategies to achieve these objectives?
20. Are there other issues that the City should address at this time?

