

SOUTHEASTERN CONNECTICUT COUNCIL OF GOVERNMENTS

5 Connecticut Avenue, Norwich, Connecticut 06360
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REQUEST FOR QUALIFICATIONS/PROPOSALS

REGIONAL WASTEWATER MANAGEMENT PLAN

The Southeastern Connecticut Council of Governments (SCCOG) is seeking qualifications and proposals from firms to prepare a Regional Wastewater Management Plan.

Interested firms must demonstrate knowledge and experience in wastewater management, wastewater treatment planning, sewer system planning and design, and other water resource planning and engineering practice areas.

PROJECT BACKGROUND

Southeastern Connecticut is a 616 square mile region with a resident population of more than 286,000 people. SCCOG is comprised of twenty-two towns, cities, and boroughs, and is governed by the chief elected officials of those municipalities.

Southeastern Connecticut is currently served by 16 sewage systems and 12 wastewater treatment plants. Like the region's water systems, the sewer systems are located within and influence the location of the region's more densely populated and developed areas. The most extensive sewer systems are located in the municipalities of East Lyme, Groton, Montville, New London, Norwich, Stonington, Waterford, Windham, and Borough of Jewett City. SCCOG's remaining municipalities have limited or no sewer service available.

SCCOG's predecessor agency, the Southeastern Connecticut Regional Planning Agency (SCRPA), had prepared a Recommended Regional Sewerage Plan for the region in 1969. This plan documented and made recommendations for the region's municipal sewerage systems at that time, and recommended the formation of a regional water pollution control authority, which was not implemented.

In 2009, SCCOG formed a Regional Water Committee comprised of the chief elected officials, and supported by a Technical Advisory Subcommittee, from the region's municipalities and tribes that have water utilities. The Regional Water Committee has adopted a Regional Water Priority Planning Document, and has prepared and received permits for a plan to allow emergency transfers of water to take place between its municipal and tribal water utilities. The SCCOG Regional Water Committee has been approached over the last several years by SCCOG member municipalities interested in the preparation of a regional wastewater treatment plan, but has not previously had the resources to prepare such a plan.

Member Municipalities:

Bozrah * Colchester * East Lyme * Franklin * Griswold * Borough of Jewett City * City of Groton * Town of Groton * Lebanon * Ledyard * Lisbon * Montville * New London * North Stonington * Norwich * Preston * Salem * Sprague * Stonington * Stonington Borough * Waterford * Windham

Si necesita asistencia de lenguaje, por favor comuniquese a: 860-889-2324

SUBMISSION REQUIREMENTS

- 1) Background statement describing the firm, its discipline capabilities, principals, staff availability, location, and financial stability.
- 2) Qualifications and position with the firm of those individuals who will be assigned to the project. Include resumes of key personnel.
- 3) Statement of experience with similar projects. Identify location of the work, clients, contact information, dates of completion, and deliverables provided.
- 4) A proposal describing the firm's approach to this project, responding to the draft scope of services attached, including a schedule and proposed budget/fee for project completion.
- 5) Organizational structure under which your firm is proposing to conduct this project. Identify any sub-consultants with their principal contact listed.
- 6) Concluding statement as to why your firm is best qualified to meet the needs of SCCOG and why your firm should be selected.
- 7) Six (6) copies of the Statement of Qualifications/Proposal should be submitted to James S. Butler, AICP, Executive Director, Southeastern Connecticut Council of Governments, 5 Connecticut Avenue, Norwich, CT, 06360.

The selected firm or team must demonstrate that they have sufficient and appropriately qualified staff and experience to carry out the project. Consultants must indicate who the project manager and key staff will be and the location of their office(s).

SELECTION PROCESS

A selection committee comprised of members of the SCCOG Regional Water Committee/Technical Subcommittee and SCCOG staff will evaluate responses to this request. The firm selected shall be based on qualifications; however, it is requested that all firms include proposed project fees, and information about how these have been developed.

After selection of the most qualified firm, SCCOG will negotiate a final fee for the project based on a detailed scope of service developed by SCCOG and the selected consultant. If SCCOG and that firm are unable to negotiate a contract, negotiations will be terminated with that firm and the next most qualified firm will be selected until a contract has been negotiated with a qualified firm.

SUBMISSION DEADLINE

Statements of Qualifications and Project Proposals must be received by SCCOG no later than **Friday, September 14, 2018 at 4:00 p.m. EST**. Statements received after this deadline will not be considered.

ADDITIONAL INFORMATION

A preliminary project scope is attached.

SOUTHEASTERN CONNECTICUT
REGIONAL WASTEWATER MANAGEMENT PLAN

Preliminary Project Scope

- 1) INTRODUCTION
 - Background Information
 - Purpose and Scope
 - Planning Area and Time Frame
 - Review of Previous Planning Efforts
 - Coordination with Current Planning Activities

- 2) EXISTING CONDITIONS
 - Geology, Soils, and Topography of the Region
 - Municipal Governance/Wastewater Treatment Control Authorities
 - Generalized Land Use, Demographics, Population
 - Natural Resources and Environmentally Sensitive Areas
 - Groundwater and Surface Water Supply Areas and Quality
 - Existing Wastewater Treatment Plants
 - Existing Major Sewer Transmission Piping and Pump Stations
 - Existing On-site Private Wastewater Treatment and Disposal Facilities
 - Areas of Known or Suspected Need for Wastewater Treatment

- 3) FUTURE WASTEWATER DEMAND AND FACILITIES
 - Land Use, Demographic and Population Projections
 - Forecast of Wastewater Flows and Pollutant Loadings
 - Analysis of Existing Wastewater Treatment Capacity to Meet Future Demand
 - Analysis and Selection of Future Wastewater Treatment Options

- 4) CONCLUSIONS AND RECOMMENDED FUTURE ACTION
 - Recommended Areas for System Expansion/Improvement
 - Prioritized Wastewater Management Options and Probable Cost (Capital and Ongoing Operating)
 - Recommended Staged Implementation Plan
 - Recommended Policy and Governance Guidance for Implementing Management Plan

Deliverables

The project deliverable will be a plan that analyzes the region's existing wastewater treatment facilities, projects future demand for upgrades to these facilities, evaluates the capacity of the existing wastewater treatment facilities to meet that demand, and makes recommendations for upgrades to existing, and for new, wastewater treatment facilities in southeastern Connecticut.

The plan will include appropriate GIS mapping such as but not limited to existing and proposed sewer service areas; generalized land use; natural resources and environmentally sensitive areas; existing wastewater treatment facilities, outfalls, major sewer transmission lines, and pumping stations; and recommended options for upgrades/expansion of the existing system, including interconnections, new sewer transmission lines, and other wastewater treatment facilities.