

REQUEST FOR COUNCIL ACTION

SUBJECT: Award an engineering contract for design of water system improvements including a PRV Station on 10200 South, Meter Station on 3200 West and associated pipelines on 9000 South.

SUMMARY: Approve a contract with Bowen Collins & Associates, Inc. for design of water system improvements including a PRV Station on 10200 South, Meter Station on 3200 West, and associated pipelines on 9000 South.

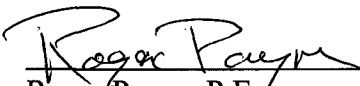
FISCAL AND/OR ASSET IMPACT: Funding for this project is available in the Water Capital Fund.

STAFF RECOMMENDATION: Staff recommends approval of a contract with Bowen Collins & Associates, Inc. for design of water system improvements including a PRV Station on 10200 South, Meter Station on 3200 West, and associated pipelines on 9000 South, for an amount not to exceed \$150,101.00.

MOTION RECOMMENDED: "I move to adopt Resolution No. 16-188 authorizing the Mayor to execute a contract with Bowen Collins & Associates, Inc. for design of water system improvements including a PRV Station on 10200 South, Meter Station on 3200 West, and associated pipelines on 9000 South, for an amount not to exceed \$150,101.00.

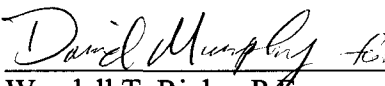
Roll Call vote required.

Prepared by:




Roger Payne, P.E.
Utilities Manager

Reviewed by:



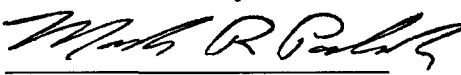
Wendell T. Rigby, P.E.
Director of Public Works

Reviewed as to Legal Sufficiency:



David R. Brickey
City Attorney

Recommended by:



Mark R. Palesh
City Manager

BACKGROUND DISCUSSION:

The City issued a request for engineering proposals for the 'Old Bingham Highway Pressure Reducing Station and Water Metering Station, and for the 9000 South 3200 West Water Metering Station and Pipelines' project. Four proposals were received. All proposals were reviewed and ranked by staff from the engineering department in order to make a recommendation for award of a contract.

Key elements of the project are:

1. Design a new vault located on the Old Bingham Highway west of the Mountain View Highway intersection that would contain pressure reducing valves to control flow and pressure of the water supply received from the Jordan Valley Water Conservancy District (JVWCD) at this location. This element of the project must also consider upgrades and improvements to the metering station at the same location to allow increased volumes of water to be purchased from JVWCD at this location. This project will eliminate an old PRV vault located on Wells Park Road near SME Steel.
2. Design a new wholesale water meter station located at 9000 South and 3200 West. This location would allow the City to acquire water from JVWCD at a better price than the current method of purchasing water that has been pumped by JVWCD, and delivered at a higher elevation. This element requires some additional piping to connect to the City's water distribution system.
3. Design replacement water distribution and sewer lines along 9000 South just east of the Bangerter Highway intersection at 90th South. These pipes are required to complete the utility modifications that will be constructed by UDOT as part of the new intersection on Bangerter Highway at 90th South.

The proposal received from the Bowen Collins & Associates was ranked the highest of the four proposals received. It is proposed that the City approve a contract for engineering services with Bowen Collins & Associates for this project for the amount of \$150,101.00.

Attachments:

- Resolution
- Agreement
- Proposal Review Summary

THE CITY OF WEST JORDAN, UTAH
A Municipal Corporation

RESOLUTION NO. 16-188

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT WITH BOWEN COLLINS & ASSOCIATES, INC. FOR THE OBH PRESURE REDUCING STATION AND WATER METERING STATION, AND 9000 SOUTH 3200 WEST METERING STATION AND PIPELINES

Whereas, the City Council of the City of West Jordan has received proposals for the OBH Pressure Reducing Station and Water Metering Station, and 9000 South 3200 West Metering Station and Pipelines with the low, responsible bid being from Bowen Collins & Associates, Inc. in the amount of \$150,101.00; and

Whereas, the City Council desires to award the contract to Bowen Collins & Associates, Inc. which award shall not be binding upon the City of West Jordan unless and until the contract is fully executed by the parties; and

Whereas, the proposed contract between the City of West Jordan and Bowen Collins & Associates, Inc., (a copy of which is attached as **Exhibit A**) for the OBH Pressure Reducing Station and Water Metering Station, and 9000 South 3200 West Metering Station and Pipelines in an amount not-to-exceed \$150,101.00 has been reviewed; and

Whereas, the City Council of the City of West Jordan has determined that the attached contract with Bowen Collins & Associates, Inc., for an amount not-to-exceed \$150,101.00, is acceptable for the purpose of completing the OBH Pressure Reducing Station and Water Metering Station, and 9000 South 3200 West Metering Station and Pipelines.

NOW, THEREFORE, IT IS RESOLVED BY THE CITY COUNCIL OF WEST JORDAN, UTAH:

- Section 1. The contract for the OBH Pressure Reducing Station and Water Metering Station, and 9000 South 3200 West Metering Station and Pipelines is hereby awarded to Bowen Collins & Associates, Inc. which award shall not be binding upon the City of West Jordan until the contract is fully executed by the parties.
- Section 2. After approval as to legal form by the City Attorney, the Mayor is hereby authorized to execute three original copies of a contract between the City of West Jordan and Bowen Collins & Associaes, Inc. in an amount not to exceed \$150,101.00.
- Section 3. This Resolution shall take effect immediately.

Adopted by the City Council of West Jordan, Utah, this 7th day of December 2016.

CITY OF WEST JORDAN

ATTEST:

By: _____
Kim V. Rolfe
Mayor

Melanie Briggs
City Recorder

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT WITH
BOWEN COLLINS & ASSOCIATES, INC. FOR THE OBH PRESURE REDUCING STATION AND WATER
METERING STATION, AND 9000 SOUTH 3200 WEST METERING STATION AND PIPELINES

Voting by the City Council	"AYE"	"NAY"
Council Member Alan Anderson	_____	_____
Council Member Dirk Burton	_____	_____
Council Member Jeff Haaga	_____	_____
Council Member Zach Jacob	_____	_____
Council Member Chris McConnehey	_____	_____
Council Member Chad Nichols	_____	_____
Mayor Kim V. Rolfe	_____	_____



AGREEMENT FOR PROFESSIONAL SERVICES

**City of West Jordan
OLD BINGHAM HIGHWAY PRESSURE REDUCING STATION AND WATER METERING
STATION, AND
9000 SOUTH 3200 WEST WATER METERING STATION AND PIPELINES**

THIS AGREEMENT, made this 7TH day of December 2016 between the City of West Jordan, a municipal corporation (hereinafter referred to as "City"), and Bowen Collins & Associates, Inc. (hereinafter referred to as "Consultant").

WHEREAS, the City desires to obtain consulting services from Consultant, and Consultant desires to provide these services to City. City and Consultant, therefore, agree as follows:

1. **RETENTION AS CONSULTANT.** City hereby retains Consultant, and Consultant hereby accepts such engagement, to perform the services described in Paragraph 2 herein. Consultant warrants it has the qualifications, experience and facilities to properly perform these services.
2. **DESCRIPTION OF SERVICES.** The services to be performed by Consultant shall be as follows:
(1) See attached Proposal. (Exhibit A)

The above services shall be performed in accordance with the City's Request for Proposal inclusive of the Consultant's Proposal dated November 22, 2016 which are incorporated herein by this reference. The Proposal is more fully set forth in Exhibit A which is attached to this Agreement.

3. **COMPENSATION AND PAYMENT.** Except for authorized extra services (pursuant to Paragraph 4), if any, the total compensation payable to Consultant by City for the services described in Paragraph 2 shall not exceed the sum of \$150,101.00 and shall be earned on an hourly basis.

All payments shall be made within thirty (30) calendar days after the Consultant has provided the City with written verification of the actual compensation earned, which written verification shall be in a form satisfactory to the City. Invoices shall be made no more frequently than on a monthly basis, and shall describe work performed.

4. **EXTRA SERVICES.** City shall pay Consultant for extra services which are authorized in writing in addition to the services described in Paragraph 2, in such amounts as mutually agreed to in advance. Unless the City and Consultant have agreed in writing before the performance of extra services, no liability and no right to claim compensation for such extra services or expenses shall exist.
5. **SERVICES BY THE CITY.** The City shall perform the following services:
(1) Provide to Consultant copies of available information related to the project and project site

- (2) Promptly review Consultants work and provide Consultant with comments, if any, in a timely manner.

6. **PROGRESS AND COMPLETION.** Consultant shall commence work on the services to be performed upon receiving an executed Professional Services Agreement.

7. **OWNERSHIP OF DOCUMENTS.** All drawings, designs, data, photographs, reports and other documentation, including duplication of same prepared by Consultant in the performance of these services, shall become the property of City upon termination of the consulting services pursuant to this agreement and upon payment in full of all compensation then due Consultant. The City agrees to hold the Consultant harmless from all damages, claims, expenses and losses arising out of any reuse of the plans and specifications for purposes other than those described in this Agreement, unless written authorization of the Consultant is first obtained.

8. **PERSONAL SERVICES; NO ASSIGNMENT; SUBCONTRACTOR.** This Agreement is for professional services, which are personal services to the City. The following persons are deemed to be key member(s) of or employee(s) of the Consultant's firm, and shall be directly involved in performing or assisting in the performance of this work:

Craig Bagley, P.E., CFM
Jason Luettinger, P.E.
Brian Romrell, P.E.
Lowell Williams, A.A.S

Should these individuals be removed from assisting in this contracted work for any reason, the City shall have the right to approve the replacement individuals assigned to the project or may terminate this Agreement.

This Agreement is not assignable by Consultant, without the City's prior consent in writing.

9. **HOLD HARMLESS AND INSURANCE.**

A. Indemnity.

Consultant shall defend, indemnify and hold the City, its elected officials, officers and employees, harmless from all claims, lawsuits, demands, judgments or liability including, but not limited to, general liability, automobile and professional errors and omissions liability, arising out of, directly or indirectly, the negligent acts, errors and omissions of the Consultant in performing the services described.

B. Insurance.

Consultant shall, at Consultant's sole cost and expense and throughout the term of this Agreement and any extensions thereof, carry:

- (1) workers compensation insurance adequate to protect Consultant from claims under workers compensation acts;
- (2) professional errors and omissions insurance in the amount not less than \$1,000,000; and
- (3) general personal injury and property damage liability insurance and automobile liability insurance with liability limits of not less than \$1,000,000 for each claimant and \$1,000,000 for each occurrence related to the injury or death of a person or persons and for property damage. The City, its officers and employees, shall be named as an additional insured.

All insurance policies shall be issued by a financially responsible company or companies authorized to do business in the State of Utah which are carry a Moody's rating of not less than B+. Consultant shall provide City with copies of certificates (on the City certificate form) for all policies reflecting the coverage, with an endorsement that they are not subject to cancellation without thirty (30) calendar days prior written notice to City.

10. **RELATIONSHIP OF THE PARTIES.** The relationship of the parties to this Agreement shall be that of independent contractor(s). In no event shall Consultant be considered an officer, agent, servant or employee of City. The Consultant shall be solely responsible for any worker's compensation, withholding taxes, unemployment insurance and any other employer obligations associated with the described work.

11. **STANDARD OF CARE.** Consultant services shall be performed in accordance with the skill and care ordinarily exercised by members of the same profession performing the same or similar services at the time Consultant's services are performed. Consultant shall, at Consultant's sole expense reperform any services not meeting this standard.

12. **CORRECTIONS.** In addition to the above indemnification obligations, the Consultant shall correct, at its expense, all errors in the work which may be disclosed during the City's review of the Consultant's report or plans. Should Consultant fail to make such correction in a reasonably timely manner, such correction shall be made by the City, and the cost thereof shall be charged to and paid by Consultant. "Errors in the work" as referred to above does not include and shall be in addition to, "redlines" or other standard corrections which are provided to Consultant by City.

13. **TERMINATION BY CITY.** Unless otherwise stated in the Special Terms and Conditions, this contract may be terminated, with cause by either party, in advance of the specified termination date, upon written notice being given by the other party. The party in violation will be given ten (10) working days after notification to correct and cease the violations, after which the contract may be terminated for cause. This contract may be terminated without cause, in advance of the specified expiration date, by either party, upon 30 days prior written notice being given the other party. On termination of this contract, all accounts and payments will be processed according to the financial arrangements set forth herein for approved services rendered to date of termination.

14. **ACCEPTANCE OF FINAL PAYMENT CONSTITUTES RELEASE.** The acceptance by Consultant of the final payment made under this Agreement shall operate as and be a release to City from all claims and liabilities for compensation to, or claimed by, Consultant for anything done, finished or relating to the Consultant's work or services. Acceptance of payment shall be any negotiation of the City's check.

However, approval or payment by the City shall not constitute nor be deemed a release of the responsibility and liability of Consultant, its employees, subcontractors, agents and consultants for the accuracy and/or competency of the information provided and/or work performed; nor shall such approval or payment be deemed to be an assumption of such responsibility or liability by the City for any defect or error in the work prepared by Consultant, its employees, subcontractors, agents or consultants.

15. **WAIVER; REMEDIES CUMULATIVE.** Failure by a party to insist upon the strict performance of any of the provisions of this Agreement by the other party, irrespective of the length of time for which such failure continues, shall not constitute a waiver of such party's right to demand strict compliance by such other party in the future. No waiver by a party of a default or breach of the other party shall be effective or binding upon such party unless made in writing by such party and no such waiver shall be implied from any omission by a party to take any action with respect to such default or breach. No express written waiver of a specified default or breach shall affect any other default or breach, or cover any other period of time, other than any default or breach and/or period of time specified. All of the remedies

permitted or available to a party under this Agreement, or at law or in equity, shall be cumulative and alternative, and invocation of any such right or remedy shall not constitute a waiver or election of remedies with respect to any other permitted or available right or remedy.

16. **CONSTRUCTION OF LANGUAGE OF AGREEMENT.** The provisions of this Agreement shall be construed as a whole according to its common meaning and purpose of providing a public benefit and not strictly for or against any party. It shall be construed consistent with the provisions hereof, in order to achieve the objectives and purposes of the parties. Wherever required by the context, the singular shall include the plural and vice versa, and the masculine gender shall include the feminine or neutral genders or vice versa.

17. **MITIGATION OF DAMAGES.** In all situations arising out of this Agreement, the parties shall attempt to avoid and minimize the damages resulting from the conduct of the other party.

18. **RECORDS ADMINISTRATION.** The Consultant shall maintain, or supervise the maintenance of all records necessary to properly account for the payments made to the Consultant for costs authorized by this contract. These records shall be retained by the Consultant for at least four years after the contract terminates, or until all audits initiated within the four years, have been completed, whichever is later.

19. **GOVERNING LAW.** This Agreement, and the rights and obligations of the parties, shall be governed and interpreted in accordance with the laws of the State of Utah.

20. **CAPTIONS.** The captions or headings in the Agreement are for convenience only and in no other way define, limit or describe the scope or intent of any provision or section of the Agreement.

21. **AUTHORIZATION.** Each party has expressly authorized the execution of this Agreement on its behalf and bind said party and its respective administrators, officers, directors, shareholders, divisions, subsidiaries, agents, employees, successors, assigns, principals, partners, joint ventures, insurance carriers and any others who may claim through it to this Agreement.

22. **REPRESENTATION REGARDING ETHICAL STANDARDS FOR CITY OFFICERS AND EMPLOYEES AND FORMER CITY OFFICERS AND EMPLOYEES.** The Consultant represents that it has not: (a) provided an illegal gift or payoff to a city officer or employee or former city officer or employee, or his or her relative or business entity; (b) retained any person to solicit or secure this contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee, other than as exempted in the City's Conflict of Interest ordinance; or (c) knowingly influenced (and hereby promises that it will not knowingly influence) a city officer or employee or former city officer or employee to breach any of the ethical standards set forth in the City's Conflict of Interest ordinance, Title 1, Chapter 11, Section 15 of the City of West Jordan Municipal Code.

23. **EQUAL OPPORTUNITY CLAUSE.** The Consultant agrees to abide by the provisions of Title VI and VII of the Civil Rights Act of 1964 (42USC 2000e) which prohibits discrimination against any employee or applicant for employment or any applicant or recipient of services, on the basis of race, religion, color, or national origin; and further agrees to abide by Executive Order No. 11246, as amended, which prohibits discrimination on the basis of sex; 45 CFR 90 which prohibits discrimination on the basis of age; and Section 504 of the Rehabilitation Act of 1973, or the Americans with Disabilities Act of 1990 which prohibits discrimination on the basis of disabilities. Also, the Consultant agrees to abide by Utah's Executive Order, dated June 30, 1989, which prohibits sexual harassment in the work place.

24. **ENTIRE AGREEMENT BETWEEN PARTIES.** Except for Consultant's proposals and submitted representations for obtaining this Agreement, this Agreement supersedes any other agreements,

either oral or in writing, between the parties hereto with respect to the rendering of services, and contains all of the covenants and agreements between the parties with respect to said services. Any modifications of this Agreement will be effective only if it is in writing and signed by the party to be charged.

25. **PARTIAL INVALIDITY.** If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force without being impaired or invalidated in any way.

26. **NOTICES.** Any notice required to be given hereunder shall be deemed to have been given by depositing said notice in this United States mail, postage prepaid, or by facsimile with proof of transmission, and addressed as follows:

TO CITY: CITY OF WEST JORDAN
Roger Payne, P.E.
8000 South Redwood Road
West Jordan, Utah 84088
Facsimile No.: (801) 569-5127

With a copy to the City Attorney
City Attorney
8000 South Redwood Road
West Jordan, Utah 84088
Facsimile No.: (801) 569-5149

TO CONSULTANT: Bowen Collins & Associates, Inc.
154 East 14000 South
Draper, UT 84020
Phone: 801-495-2224
Fax: 801-495-2225

27. **ATTORNEYS FEES AND COST.** The prevailing party shall have the right to collect from the other party its reasonable costs and necessary disbursements and attorneys' fees incurred in enforcing this Agreement.

EXECUTION OF AGREEMENT

In concurrence and witness whereof, this Agreement has been executed by the parties effective on the date and year first above written.

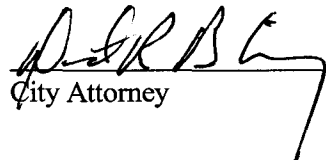
CITY OF WEST JORDAN

ATTEST:

Mayor

City Recorder

APPROVED AS TO LEGAL FORM



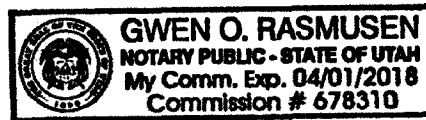
City Attorney

CONSULTANT

By: Craig R. Bagley
Its: President

STATE OF Utah
:SS
COUNTY OF Salt Lake

On this 28th day of November 2016, personally appeared before me,
Craig R. Bagley, who being by me duly sworn did say that he is the
President of Bowen Collins & Associates, a
corporation, and that the foregoing instrument was signed in behalf of said corporation by
authority of its Board of Directors, and he acknowledged to me that said corporation executed the
same.



Gwen O. Rasmussen
NOTARY PUBLIC

My Commission Expires: 04/01/2018

Residing in Salt Lake County, Utah

Proposal Review

Roger Payne, Tim Heyrend, Dave Murphy

Project:

OBH PRV & Water Meter Station & 9000 S 3200 W Water Meter Station & Pipelines

Rating Weights (% of total weighted percentage)(example, if weighted % =15%, possible points = 15) (score each proposal area up to percentage weight: ie., between 1-15 pts, 0-5 Fair, 6-10 Good, and 11-15 Exceptional) Costs shall be evaluated together as a group.

Consultant	Weighted %	Bowen Collins & Associates	Hansen Allen & Luce	Jones & Demille	EPIC
Project Understanding	20	19.33	16.67	15.67	17.67
Project Approach (outline of project task)	30	28.00	23.33	18.67	18.33
Cost of Proposal	30	16.99	14.71	30.00	13.83
Schedule	10	9.00	6.00	8.67	4.67
Experience	10	9.33	8.33	6.33	5.67
Total	100.00	82.66	69.04	79.33	60.16
Cost		150,101.00	173,373.10	85,005.00	184,400.00
RANK		1	3	2	

EXHIBIT A
(Consultant Proposal)



**Bowen Collins
& Associates, Inc.**
CONSULTING ENGINEERS

154 East 14000 South
Draper, Utah 84020
801.495.2224 (phone)
801.495.2225 (fax)

November 22, 2016

City of West Jordan
City Recorders Office (3rd Floor)
8000 South Redwood Road
West Jordan, Utah 84088

Subject: Request for Proposals - Old Bingham Highway Pressure Reducing Station and Water Metering Station, and 9000 South 3200 West Metering Station and Pipelines

Dear Selection Committee:

Bowen Collins & Associates is pleased to submit for your review and consideration the attached proposal for professional engineering services for the Old Bingham Highway Pressure Reducing Station and Water Metering Station, and 9000 South 3200 West Metering Station and Pipelines Project. Thank you for the invitation to submit this proposal.

We are very interested in assisting you with the planning, design and construction of these needed water system improvements. As we consider the overall project, we believe that the coordination and schedule are the key factors in making this project successful. Our relationships with key staff from UDOT, JWCD and West Jordan City along with the knowledge our team has developed from performing similar projects will ensure that this project is a success. We are committed to perform the upfront feasibility, planning, and coordination tasks that will be required to properly design the project and define the construction parameters for this project.

It is our understanding that UDOT plans to issue a Notice to Proceed for a Design/Build Contractor to begin work on the 4 Bangerter Highway Interchange Project on February 16, 2017. We propose to have all of the preliminary design work for this project completed before that date so we can begin coordinating with the Design/Build Contractor immediately as they begin work.

The enclosed proposal contains all of the information you requested in your RFP. A detailed man-hour and cost estimate to provide the services you requested is attached in a sealed envelope. We would be pleased to negotiate scope, schedule and fee if there is something in our proposal that does not meet your needs.

We hope to have the opportunity to work with you on this project. Please contact me if you have any questions or if you need additional information.

Sincerely,

Bowen Collins & Associates

Craig Bagley, P.E.
President

SECTION A – FIRM INFORMATION AND KEY PERSONNEL

Bowen Collins & Associates (BC&A) is pleased to submit this Proposal to provide engineering services for the Old Bingham Highway Pressure Reducing Station and Water Metering Station, and 9000 South 3200 West Water Metering Station and Pipelines Project.

BC&A was founded in 1997 by engineers that had experience working with large international consulting firms. Even though we have design expertise to match that of larger companies, we are still a small, local firm with overhead and billing rates that are lower than those of our larger competitors. Because our staff is local and our rates are lower, we have a unique advantage in supporting your staff. We offer a client-focused team that can be responsive, efficient, and cost effective.

Over the last 19 years, our firm has completed projects for cities, towns, counties and special improvement districts across the Intermountain West as well as multiple state and federal agencies. Our core areas of specialization are in the water, wastewater and storm drain technical areas. BC&A has provided engineering services for all of the major water purveyors in the State of Utah.

With over 50 people in our Draper office, BC&A has one of the largest, local water/wastewater engineering groups in the State of Utah. Few other firms in Utah can provide as much qualified, local support for projects as Bowen Collins & Associates. BC&A currently has three office locations including our headquarters located in Draper, Utah.

Key Project Personnel

We have assembled a team of highly qualified, experienced engineers for this project. Our team's recent experience and expertise will ensure that we meet West Jordan's project objectives. Brief summaries of the qualifications and experience of our key team members that will be involved on this project are provided below.

Craig Bagley, P. E., CFM, Principal-in-Charge. Mr. Bagley has over 30 years of consulting experience as a water resources engineer. He is a professional engineer and certified floodplain manager, specializing in hydraulics and hydrology and is experienced in planning and designing water, wastewater, storm water and water resource projects. He has worked on many successful projects for West Jordan City and has served as project manager on dozens of pipeline design projects, many of which were constructed in state or federal rights-of-way. He has also managed water projects that required the design and construction of metering vaults and pressure reducing stations. In designing those projects, an emphasis has always been place on safe access for personnel to maintain and operate the facilities as well as construction safety and minimizing impacts to traffic during construction. He has extensive experience in preparing water, secondary water, storm drain, and sewer system facilities feasibility studies and master plans. He has served as project manager on large buried water tanks; water, sewer, and storm drain pump station projects; and water well projects. Many of the projects he managed have included environmental permitting, environmental assessments, environmental impact statements, jacking and boring pipelines under railroad lines and state roads, coordinating with multiple state and federal agencies, and overseeing work performed by multiple specialized subconsultants. Mr. Bagley also has extensive experience in utilizing a variety of computer software packages to develop hydraulic and hydrologic models for both studies and design projects and understands how to combine the features of computer modeling software and models with GIS technology.

PROPOSAL FOR OLD BINGHAM HIGHWAY PRESSURE REDUCING STATION AND WATER METERING STATION, AND 9000 SOUTH 3200 WEST WATER METERING STATION AND PIPELINES

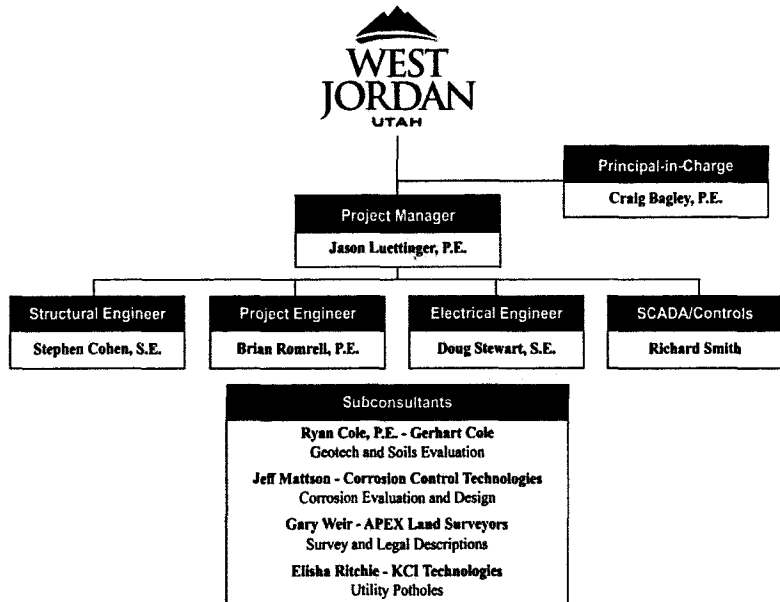
Jason Luettinger, P.E., Project Manager. Mr. Luettinger has over eighteen years of experience with water infrastructure projects throughout Utah. He has managed numerous large waterline projects, including the \$60 million Point of the Mountain Aqueduct, 66-inch Southwest Aqueduct Project, 48-inch 11800 South Pipeline, and the 60-inch and 72-inch Point of the Mountain Siphon and Penstock Relocation Project. Mr. Luettinger's experience includes numerous projects for Jordan Valley Water Conservancy District (JVWCD) within West Jordan City. He has been involved with design and construction of waterlines and connections to the Jordan Aqueduct at 7800 South and 10200 South, including design of the 42-inch 10200 South Pipeline along Old Bingham Highway. Mr. Luettinger is currently serving as project manager representing JVWCD with UDOT's planned improvements along Bangerter Highway at 9000 S, 7000 S, and 5400 S. His responsibilities involve design and construction management of protections and relocation of the Jordan Aqueduct as required for construction of grade separated interchanges at these locations. Mr. Luettinger will be involved with JVWCD and UDOT through the completion of the design build effort in 2018.

Brian Romrell, P.E., Project Engineer. Mr. Romrell has over 10 years of experience planning, designing, and managing construction of various engineering projects in Utah including water pipelines, water metering stations, pressure reducing stations, sewer pipelines and structures, and storm drain pipelines and structures. Mr. Romrell was project engineer for the Ogden Airport Waterline Project for which he designed a new Ogden City 12-inch metering station and connection to Weber Basin Water Conservancy District's distribution system and over 5,500 feet of new ductile iron and HDPE waterline. Mr. Romrell was the project engineer for the relocation of a Jordan Valley Water Conservancy District 16-inch waterline as part of the I-15, SR73 to 12300 South Widening Project. This project involved extensive coordination with UDOT, JVWCD, and Draper City for location and scheduling of the new 16-inch waterline.

Lowell Williams, A.A.S, Construction Manager. Mr. Williams has over 25 years of experience as a construction manager, inspector, safety professional, and designer at BC&A. He has broad experience in water-related projects such as pipelines, pump stations, reservoirs, flood-control structures, irrigation facilities, and other water conveyance and transmission facilities. His experience involves work with numerous contractors, engineering firms and municipalities on various types of work. His construction responsibilities typically include working closely with the owner, engineer and contractor to insure projects are constructed according to plans and specifications.

Mr. Williams has experience in construction and installation of various types and sizes of pipeline and related projects. Including the 10200 South Pipeline Project, Well #3 Replacement Project, Zone 6 Water Tank Project, 48-inch 11800 South Pipeline, and the UDOT SR-154 Bangerter Jordan Aqueduct Relocation Project.

A project organization chart showing how our team will coordinate with City personnel and subconsultants is presented here.



SECTION B – PROJECT UNDERSTANDING AND APPROACH

Project Understanding

In an effort to provide continued water service for planned future growth and make needed improvements associated with construction work that UDOT will be performing at the intersection of 9000 South and the Bangerter Highway, the City of West Jordan plans to retain the services of a consulting firm to provide engineering services for the following two projects:

1. The Old Bingham Highway (OBH) Meter Vault/PRV project to:
 - increase the size of the JWCD metering station near the Mountain View Corridor;
 - design and construct a new pressure reducing station adjacent to the revised metering station; and
 - abandon the existing PRV at the west end of Wells Park Road.
2. The 9000 South Water Meter Station and Pipelines Project to:
 - design and construct a major water transmission main and a sewer trunk line in a road segment between 3400 West and 3600 West that will need to connect to City utility betterments associated with the new 9000 South/Bangerter Highway interchange as part of the forthcoming UDOT Design/Build Contract;
 - complete a feasibility study to determine if constructing a new JWCD metering station on the District's transmission main on 3200 West can reliably supply water to the City's Zone 2 Tank;
 - if feasible, design and construct a new JWCD Metering Station near the intersection of 9000 South and 3200 West Street.

Our project team has reviewed your RFP and discussed this project with City staff in an effort to better understand the City's project objectives and the challenges that will be associated with these projects. In addition, our team has learned some very important things while designing multiple pipeline, metering stations, and PRV stations for JWCD, and while designing and providing construction engineering services on recent similar projects where the Jordan Aqueduct was relocated to accommodate the expansion of the Bangerter Highway. Based on our experience and what we have learned, we have identified 6 key issues that must be addressed to successfully accomplish your project objectives. We will address each of these key issues while accomplishing the scope of work and objectives defined in the RFP for this project.

Key Issues

1. **Schedule:** Designing and constructing the City's new pipelines on 9000 South Street concurrently or in advance of the UDOT Design/Build construction work will be key to the success of this project. The feasibility and pre-design analyses for the pipelines and proposed metering facility at 9000 South will need to be performed in advance of the utility design for the UDOT Bangerter intersection work at 9000 South. ***BC&A staff have the availability to begin the hydraulic and feasibility analyses immediately, and have the resources to accomplish this in advance of the work the UDOT Design/Build team will be doing in this area.*** This will be our first priority on the project along with initiating coordination with UDOT and JWCD.
2. **Coordination with UDOT and JWCD:** Our project team is currently working with JWCD and UDOT on the Bangerter Four Interchange Project which includes improvements at 9000 South Street (SR 209). Through this involvement, BC&A is involved in constant coordination

with both agencies regarding project scheduling and dealing with impacts new interchange construction will have on existing utilities. Our continued involvement with this large UDOT-sponsored project can benefit West Jordan City because UDOT will be paying our team members as we work on their project to identify and manage any coordination and engineering issues that will arise related to the proposed pipelines and City betterments to be constructed at or near the new interchange. *We will also coordinate with UDOT during the pre-design work on the following issues: horizontal locations of the proposed pipelines to minimize traffic impacts and construction costs, traffic control requirements during construction of the City's improvements in 9000 South, construction phasing of the UDOT and City projects, time of construction (possible night-time construction), trench backfill requirements for the new pipelines (we will request that the typical requirements for flowable fill be waived in the pipe trenches parallel to traffic lanes), and performing the design coordination in a timely manner to address depths and locations of the new pipe connections at the UDOT project boundaries.* Addressing each of these coordination issues in a timely manner will be critical to meeting the project schedule and accomplishing your project goals.

3. **Understanding of JWCD Requirements:** BC&A has designed and managed construction of many of Jordan Valley's aqueduct and water line improvement projects, including the Southwest Aqueduct, connections to and relocation of the Jordan Aqueduct, the 10200 South Pipeline, the 11800 South Pipeline, the relocation of a 16-inch water line in connection with the UDOT I-15 Point Widening Project, and many turnouts and metered connections. *With our knowledge of JWCD standards and our relationship with District staff, the City can be assured that our design will meet the District's standards, requirements and expectations for quality.*
4. **Designing to Minimize Traffic Impacts:** We will consider impacts to traffic on 9000 South as we plan and design the locations and depths of construction for the proposed sewer and water pipelines. *Minimizing traffic impacts reduces inconvenience to the public, increases safety, and with proper planning, can reduce risk and construction costs.* Where possible, the new pipelines should be located to allow for maintaining UDOT's required minimum number of lanes of traffic in each direction. We will also coordinate with the UDOT Design/Build contractor to discuss construction phasing of UDOT and City construction work to ensure the safe and efficient flow of traffic. We will coordinate with staff from the City and UDOT to ensure that construction for both the UDOT and City projects minimizes traffic impacts during construction.
5. **Knowledge from Directly Related Experience:** BC&A has designed numerous large water line connections/turnouts, pressure regulating stations, and metering vaults for JWCD, West Jordan City, and others. Two of these projects, the 7800 South Waterline Project and a connection to the Jordan Aqueduct were designed for West Jordan City. We understand the City's desire to purchase water that is accurately metered and to operate facilities that are safe and efficient to maintain. From experience, we know that careful consideration must be given to both equipment and system operating parameters when designing and selecting meters, PRVs, and other equipment to ensure that the equipment will operate properly over the expected range of flows and optimized to meet manufacturer's recommendations and system operating conditions. System shutdown windows for connections must be well understood and coordinated in advance. Maintenance access and traffic control during construction must be carefully planned. *Insight and knowledge that we have gained from experience with designing these types of facilities will allow us to provide the City with a*

safe, quality constructed project and the confidence that the project will run smoothly and without major problems or costly change orders during construction.

6. **Property Rights:** We have learned from experience that you can usually design and construct a project faster than you can negotiate or purchase needed easements or right-of-way for some projects. It appears likely that an easement (temporary and/or permanent) may be needed to construct a new metering station near the intersection of 9000 South and 3200 West. *After completing the required feasibility and pre-design analyses, we will begin work immediately on preparing any needed legal descriptions and figures needed for the City to begin negotiations with any property owners to obtain the right to construct any needed facilities located outside the public right-of-way.* Consideration will be given to providing safe access for personnel to operate and maintain the equipment in the buried vault. *We will make this an early priority to reduce the chance that land rights issues could hold up construction of the needed facility.*

Approach

Your RFP included a good, detailed scope of work that presented tasks and required deliverables for this project. Rather than repeat that information in this proposal that includes strict length requirements, we propose to follow the scope of work you defined and to provide you with the defined deliverables. Based on our understanding of the needs for this projects, we also propose to amend your scope to include a feasibility study associated with the proposed new metering station at 3200 West. The scope of work associated with this proposed new task is summarized below.

BC&A staff will complete a feasibility and pre-design study for the new metering connection at 3200 West and 9000 South. JWCD has indicated that pressures in the 3200 South pipeline may not be sufficient during peak demand to deliver water to the Zone 2 Tank. This task will include evaluating feasibility of delivering water to the Zone 2 tank. This item is included as **Task 1-A** in the fee schedule.

SECTION C - PROPOSED SCHEDULE

Based on information provided to us by UDOT, the Design/Build Contract for the 4 Interchanges on Bangerter Highway Project (SR-154) will be awarded on January 16, 2017. The Notice to Proceed will be issued on February 26, 2017, and work should commence around March 1, 2017. Our proposed schedule for this project is illustrated in the figure below. As the schedule shows, we will have the feasibility study and pre-design work completed before the UDOT project is awarded. This will allow us to begin coordination with the Design/Build contractor regarding this project immediately after it is awarded. This will provide the City with the time and opportunity to complete this project with maximum benefit to the City.

TASK NAME	DATE / DURATION	2016				2017								
		Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct		
Consultant Selection - NTP	Dec	◆												
UDOT Design Bid Contractor Selection and NTP	End of Mar				◆									
1 Preliminary Design	2 Months		■	■										
1-A Feasibility Study - New Metering Connection to JWCD 3200 West Pipeline	3 Weeks		■	■										
2 Design	6 Weeks			■	■	■								
3 Bid Period	3 Weeks					■	■	■						
4 Construction Period	4 Months								■	■	■	■		

Labor Category	Office Support		Technicians			Engineers					Subtotal Hours	Subtotal Labor	Phone/Computer \$7 per hour	Mileage \$0.75 per mile	Subcontract Other	Subtotal Expenses	Total Cost
	Office	Editor	Tech 3	Constr. Mngr	Eng. 1	Eng. 2	Electrical	Structural	Engr 2	Engr 3							
Staff	Skoufen	Hibert	Raga	Williams	Wright	Romrell	Stewart	Cohen	Luettinger	C. Bagley							
Labor Rate	\$80	\$65	\$95	\$125	\$97	\$107	\$130	\$130	\$150	\$165							
Task No. Task Description																	
Phase 1 - Pre-Design																	
1-1	2					9			6	3	20	\$ 2,518	\$ 140	\$ 150		\$ 290	\$ 2,808
1-2						8			4		12	\$ 1,456	\$ 84	\$ 100		\$ 184	\$ 1,640
1-3						8			4		12	\$ 1,456	\$ 84			\$ 84	\$ 1,540
1-4	1		10			8	4	2	6		31	\$ 3,566	\$ 217			\$ 217	\$ 3,783
1-5			10			8	4	2	4	2	30	\$ 3,516	\$ 210			\$ 210	\$ 3,726
1-6			10			8			4	2	24	\$ 2,736	\$ 168			\$ 168	\$ 2,904
1-7						4			1		5	\$ 578	\$ 35	\$ 9,800		\$ 9,835	\$ 10,413
1-8						4					4	\$ 428	\$ 28		\$ 3,500	\$ 3,528	\$ 3,956
1-9	1					8	2				11	\$ 1,670	\$ 77			\$ 77	\$ 1,747
1-10						5					5	\$ 535	\$ 35	\$ 11,300		\$ 11,335	\$ 11,870
1-11						4					4	\$ 428	\$ 28	\$ 1,800		\$ 1,928	\$ 2,356
1-12						2			2	1	5	\$ 679	\$ 35			\$ 35	\$ 714
1-13						4				1	5	\$ 578	\$ 35			\$ 35	\$ 613
1-14		4				6	24		4	2	40	\$ 4,240	\$ 280			\$ 280	\$ 4,620
1-15						4	4			2	10	\$ 1,116	\$ 70			\$ 70	\$ 1,186
1-A	2					16			6	2	26	\$ 3,192	\$ 182			\$ 182	\$ 3,274
Phase 1 Sub-Total	4	4	30	0	18	118	8	4	44	12	242	\$ 25,050	\$ 1,528	\$ 350	\$ 26,400	\$ 28,276	\$ 53,276
Phase 2 - Design																	
2-1	2					8			8	2	18	\$ 2,246	\$ 120	\$ 150		\$ 270	\$ 2,522
2-2						12			8	2	22	\$ 2,614	\$ 154	\$ 100		\$ 254	\$ 3,068
2-3						2					2	\$ 214	\$ 14	\$ 2,000		\$ 2,014	\$ 2,228
2-4						6					6	\$ 642	\$ 42			\$ 42	\$ 684
2-5						1			1		2	\$ 257	\$ 14	\$ 3,000		\$ 3,014	\$ 3,271
2-6			170			120	24	24	20	10	368	\$ 39,880	\$ 2,576			\$ 2,576	\$ 42,456
2-7		16				30	8	8	6	2	70	\$ 7,560	\$ 490			\$ 490	\$ 8,050
2-8						20					22	\$ 2,270	\$ 154			\$ 154	\$ 2,424
2-9			4			4				1	9	\$ 973	\$ 63	\$ 1,000		\$ 1,063	\$ 2,036
2-10						4			2		6	\$ 728	\$ 42			\$ 42	\$ 770
Phase 2 Sub-Total	2	16	174	0	20	187	32	32	43	19	525	\$ 57,584	\$ 3,675	\$ 250	\$ 6,000	\$ 9,925	\$ 67,509
Phase 3 - Bid Period																	
3-1						2				2	4	\$ 544	\$ 28			\$ 28	\$ 572
3-2						4			4		8	\$ 1,028	\$ 56	\$ 75		\$ 131	\$ 1,159
3-3		4				12			2		18	\$ 1,844	\$ 120			\$ 120	\$ 1,973
3-4						2			2		4	\$ 500	\$ 14	\$ 75		\$ 89	\$ 369
3-5						3			1		4	\$ 471	\$ 28			\$ 28	\$ 499
3-6						1					1	\$ 107	\$ 7			\$ 7	\$ 114
3-7		2	8			2					12	\$ 1,194	\$ 84			\$ 84	\$ 1,188
Phase 3 Sub-Total	0	6	8	0	0	24	0	0	9	2	49	\$ 5,398	\$ 343	\$ 150	\$ -	\$ 493	\$ 5,891
Phase 4 - Construction Services																	
4-1						4			2		8	\$ 1,014	\$ 56			\$ 56	\$ 1,070
4-2						18					36	\$ 4,176	\$ 252			\$ 252	\$ 4,428
4-3						24	8	8	2		42	\$ 4,948	\$ 294			\$ 294	\$ 5,242
4-4						48			4		60	\$ 7,456	\$ 420	\$ 675		\$ 1,095	\$ 8,551
4-5	2		24			8					36	\$ 3,688	\$ 256			\$ 256	\$ 4,134
Phase 4 Sub-Total	2	0	24	78	0	56	8	8	8	0	184	\$ 21,462	\$ 1,288	\$ 675	\$ -	\$ 1,963	\$ 23,425
TOTAL	6	26	236	78	38	385	48	44	104	33	1000	\$ 109,464	\$ 6,832	\$ 1,425	\$ 32,400	\$ 46,637	\$ 150,181

Budgetary Assumptions

- Task 1-1 Assume 3 coordination meetings with the City lasting 2 hours each
- Task 1-2 Assume 2 meetings lasting 2 hours each with both UDOT and JWVCD
- Task 1-7 Assume 3 total test holes: 1 test hole at Old Bingham Highway PRV and Metering Station, 1 test hole at 3200 West, 1 test hole for pipelines in 9000 South
- Task 1-10 Assume total of 10 potholes as stated in scope of work provided by the City
- Task 1-A Added to the Scope of Work
- Task 2-1 Assume a total of 3 progress and coordination meetings lasting 2 hours each with the City
- Task 2-2 Assume 2 coordination meetings lasting 2 hours each for both JWVCD and UDOT
- Task 2-3 Assume up to 2 easement descriptions
- Task 2-6 Assume a maximum of 30 plan sheets required. SCADA design by others.
- Task 3-2 Assume 1 pre-bid meeting lasting 2 hours
- Task 4-2 Assume 1 weekly progress meeting lasting 2 hours for a construction of 3 months. Total of 12 progress meetings
- Task 4-4 Assume two (2) site visits per week lasting 1 hour plus travel through the construction duration of 3 months. Total of 24 site visits.



CITY OF WEST JORDAN, UTAH
REQUEST FOR PROPOSAL

**OLD BINGHAM HIGHWAY PRESSURE REDUCING STATION AND WATER
METERING STATION, AND
9000 SOUTH 3200 WEST WATER METERING STATION AND PIPELINES**

PURPOSE OF REQUEST FOR PROPOSAL (RFP)

The City of West Jordan (City) is requesting proposals from qualified consulting engineers to design 1) a new pressure reducing station in the Old Bingham Highway (OBH) near the Mountain View Corridor, and upsize the existing JWCD metering station from a 14-inch to a 16-inch meter, and 2) a new JWCD metering station, and water and sewer pipelines in 9000 South and 3200 West.

The City currently uses a 14-inch flow metering station on OBH west of the Mountain View Corridor (MVC) to measure water delivered from the Jordan Valley Water Conservancy District (JWCD) to the City. The City is proposing to replace the 14-inch meter and vault piping with 16-inch meter and piping. The City's existing pressure reducing vault (PRV) is located at Wells Park Road east of the MVC, the City needs to abandon this PRV and build a new PRV station on the OBH east of JWCD's metering vault.

For the meter location at 9000 South and 3200 West, the City plans to build a new meter connection to the JWCD's existing pipeline in 3200 West. A new water transmission pipeline design is required in 3200 West and 9000 South to connect to the existing pipeline near the Bangerter Highway. A new sewer pipe is also needed in 9000 South to eliminate a 90-degree bend in the existing sewer.

This RFP is designed to provide interested bidders with sufficient basic information to submit proposals that meet minimum requirements, but is not intended to limit a proposal's content or exclude any relevant or essential data. Firms submitting proposals are encouraged to include information in their proposal to show their qualifications and experience to provide the requested services.

CITY CONTACT INFORMATION

The City of West Jordan is the issuing entity for this document and all subsequent addenda relating to it. This Request for Proposals is entitled "**Old Bingham Highway Pressure Reducing Station and Water Metering Station, and 9000 South 3200 West Metering Station and Pipelines.**" Please use this title on all proposals, correspondence, and documentation relating to the RFP.

For information regarding this Request for Proposals (RFP) or regarding submittal of proposals contact:

Paul Wellington, Purchasing Agent
paulwe@wjordan.com
801-569-5107 (office), 801-569-5039 (fax)

For information related to the sites under consideration, the existing utility pipes and infrastructure that support the proposed sites, or questions regarding the content of information to be included in the proposals contact:

Roger Payne, Engineering Manager for Utilities
rogerp@wjordan.com
801-569-5078 (office), 801-330-4583 (mobile)

PROJECT DESCRIPTION AND DELIVERABLES

The objective of these projects will be to study each of the project elements and the project areas, and then to prepare final design plans conforming to the City of West Jordan and JWCD standards.

Old Bingham Highway Pressure Reducing Vault and Water Metering Station

The project is located west of the intersection of the MVC and OBH. The City has right of way property on the north side of Old Bingham Highway for the new PRV site, which will be located east of the existing JWCD Metering Station. The entire project consists of a pre-design evaluation and site selection, final designs and preparation of construction documents, and construction management during construction of the proposed improvements. The design documents, drawings and details shall conform to the City of West Jordan and JWCD standards and the contract documents shall incorporate standard City of West Jordan bid documents and general conditions. The consultant shall provide all of the required technical specifications. Additional design considerations include connection piping and valves, power service, SCADA connections, road access and parking, interagency coordination, easement requirements, and other factors. A description of each project element is provided below. Detailed design requirements are included in the Scope of Work.

Metering Station

The City of West Jordan currently uses a JWCD 14-inch water flow meter vault located 1,075 feet west of the MVC on the north side of OBH. The metering station will remain in the current location and the existing 14-inch pipes, valves, meter, etc. will be replaced with 16-inch components through the vault with connections to the 18-inch pipes outside of the vault. Existing SCADA, electrical system, vents, and water sampling equipment will be reused to the extent possible. An evaluation of where to drain the water discharge of the sampling equipment is needed. The metering station will be owned and operated by JWCD. The consultant will coordinate with both JWCD and the City on the design of the metering station. Typical flows currently range from 3,500 gpm to 4,800 gpm, and future flows are expected to range from 4,000 gpm to 6,300 gpm.

PRV Station – Zone 4

A City-owned pressure reducing valve (PRV) station will be located east of the metering vault. The PRV will be designed to reduce pressure from 69 psi to a downstream pipeline pressure of

45 psi. The PRV station needs to have a capacity equal to an 18-inch pipeline capacity as the water passing through this PRV Station is used to deliver water service and fire flows to large buildings within the industrial area located east of the proposed PRV Station. The design will incorporate several separate PRV pipelines branching off the main 18-inch pipeline, with a minimum of one (1) small and two (2) large pipe and PRV branches inside the vault, including redundant systems piping. The pipeline branches and appurtenances need to be sized to adequately pass the low and high flows and account for future growth in the area according to the City's water model predictions. The consultant will review the water model and size the PRVs accordingly. The consultant will need to coordinate with Rocky Mountain Power to determine if the existing transformer for the metering station can be used for the new PRV Station and provide the electrical power design complete.

Abandonment of PRV Station – Wells Park Rd

Once the PRV Station and Meter Upsize are complete at the OBH, then the existing PRV at Wells Park and Mountain View Corridor can be abandoned. The design will include removal, abandonment, and salvaging of any useable equipment at this PRV. The existing pipeline into and out of the PRV will be connected as a 16-inch through pipe.

9000 South and 3200 West Metering Station

UDOT is constructing a new overpass at 9000 South and Bangerter Hwy. During construction, the City plans to install a new metering station and transmission pipelines. The City currently uses pressure reducing vaults to send water from pressure zone 3 to fill the zone 2 reservoir on the Old Bingham Highway. In order to save energy costs, the City is building a new metering station to be located near the intersection of 9000 South and 3200 West. JVVCD will own and operate the meter. The design will include studying the area to determine the best location to connect to the JVVCD pipeline in 3200 West considering existing utility locations and available space in the public right of way. The consultant will coordinate with both JVVCD and the City on the design of the metering station. Typical existing and future flows range from 800 gpm to 1,800 gpm, at a pressure head elevation setting of 4729 feet above mean sea level.

9000 South Transmission Pipelines

The new meter will require a new 16-inch water transmission pipeline to connect from 3200 West to 9000 South, and to utilize the existing pipelines in 9000 South, and design new water and sewer pipe segments in 9000 South. The water transmission pipeline needs to be designed in 9000 South from the east Bangerter Hwy right of way to approximately 840 feet east to connect near to the Cemetery water reservoir. A new 24-inch sewer pipe needs to be designed from the east side of the Bangerter right of way to an existing manhole approximately 620 feet east. An existing 12-inch sewer pipe in the same stretch will need to be abandoned. The UDOT design team is designing the water and sewer pipelines within the UDOT right of way. The City's designer will need to work closely with the UDOT designer to tie in the pipelines to the Bangerter design. The pipeline design will need to consider the best alignment for the pipes considering existing utilities, including the large storm drain culvert and the JVVCD aqueduct. Timing of the sewer pipeline is of the essence in order to stay ahead of the Bangerter Highway construction.

SCOPE OF WORK

Phase I - Pre-Design Study

A pre-design evaluation and analysis shall be provided for this project and shall consist of the following minimum activities:

- Coordination with JVVCD on meter vault design requirements and with UDOT on pipelines connections, review of proposed pipe alignments, survey work and evaluation of existing utilities in the areas, consider project constructability, consider the needs for rights-of-way, consider requirements to obtain permits, etc.
- Soils evaluation for recommendations for construction and trench backfill materials.
- Evaluation of corrosion potential.
- Options for the selection of possible pipe materials.
- Define pipeline appurtenances such as main valve locations, turn-outs, blow offs, air valve locations, etc.
- Design of pressure reducing valve station such as location, number of PRV valves to be used, & vault design and appurtenances such as access, lighting, ventilation, security and SCADA requirements.
- Design of Meter Station components, existing components re-use, and any new appurtenances required or updated.
- Preliminary construction cost estimates.

Deliverables

- Provide five hard copies of a study summary describing the study conclusions and findings.
- Provide revised construction cost estimates and schedule as required.

Meetings

Several meetings with City staff are expected between the kickoff, and 25% stages to determine all related concerns and options.

Soils Testing and Potholing of Existing Utilities

The Consultant will conduct soils testing and potholing of utilities in the pipeline alignment using boreholes or potholes (10 total). The boreholes/potholes will be logged. The Consultant will test soils for resistivity and locate the depth to existing utilities.

Other soils characteristics to be identified by the pothole logging will be depth to groundwater, if encountered within the bedding profile, and ease of excavation. It is anticipated that groundwater or bedrock within the pipe bedding profile will not be encountered.

A bore hole will be drilled at the location of the proposed Meter and PRV stations to confirm depth to groundwater and soil foundation properties (blow counts).

The Consultant will complete a utilities search to identify any conflicts and the potential for utility-related corrosion.

Design System Layout

The Consultant will survey all utilities, road alignments and right of way, City acquired property for the Meter and PRV sites, and property or other boundaries as needed. The Consultant will prepare a pre-design system layout. It will include plan views of the proposed Meter site and PRV station site, and the water and sewer lines. The pre-design layouts will incorporate:

- The pipelines alignment and JVVCD and UDOT tie-in location
- Metering and PRV Stations location, dimensions and equipment list
- Location of existing utilities

- Coordination with JWCD on meter vault design requirements and with UDOT on pipelines connections, review of proposed pipe alignments, survey work and evaluation of existing utilities in the areas, consider project constructability, consider the needs for rights-of-way, consider requirements to obtain permits, etc.
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- The pipelines alignment and JWCD and UDOT tie-in location
- Metering and PRV Stations location, dimensions and equipment list
- Location of existing utilities

- UDOT right-of-way boundaries for the pipeline alignment
- Size of facilities, i.e. pipes, structures, turnouts, and equipment
- Requirements for temporary construction easements
- Property ownership data for the Meter and PRV stations
- A recommendation on pipe materials and/or corrosion control system.
- Location of proposed valves, turnouts, blow offs, and air release valves.
- A recommendation on metering method and location.

Deliverable

- Concept level plans (5 sets) with locations and dimensions (25% level designs).

Special Permits, Fees, and Coordination

Permitting includes coordinating with regulators to ensure that the pre-design concepts are acceptable.

- The Consultant will coordinate with UDOT, JWCD, Utah Division of Drinking Water and West Jordan Utilities.
- In addition, the Consultant will identify necessary permits from DWQ for flushing discharges. A surface water permit will not be required because it is expected that there will be no direct discharge to open waters.
- The Consultant will prepare a stormwater pollution prevention plan (SWPPP).

Preliminary Construction Cost Estimates

The Consultant will prepare a preliminary cost estimate using the system layout and sizes developed during the 25% design. Materials unit costs will be confirmed with suppliers and construction installation costs will be verified with local excavation contractors. Appropriate non-construction costs (administration, right-of-way acquisition, etc.) will be developed. Construction cost contingencies will be included.

Prepare Design Criteria Memorandum

The Consultant will provide 5 copies of draft and final Design Criteria Memoranda. The elements of the memorandum shall include:

- Data collection
- Soils evaluation
- System sizing and layouts
- Right-of-way and easement recommendations
- Meter and PRV station equipment recommendations
- Construction cost estimate segregated by Meter and PRV stations and pipelines
- Permitting requirements
- Construction sequencing recommendations
- Summary of study conclusions and findings

Phase II - Design

Detailed design services shall be provided by the Consultant to complete the construction design plans and specifications for all project facilities as defined by the approved Pre-Design Study. This shall include: horizontal and vertical alignments of the water and sewer pipelines; detailed plan and profile drawings; Meter and PRV stations plans and details; valve locations, connections, air valves, blow-offs, road crossings, trench details, SWPPP details; and other appurtenant facilities to complete the project. The design shall include consideration of construction staging areas, utility conflicts, special concerns regarding construction scheduling and logistics, pre-purchases, permit requirements, construction easements, selection of materials,

etc.

The following is a further itemized list of requirements and deliverables required for this phase:

- Provide design survey and/or aerial contour mapping of the project area for plan and profile drawings and special construction details.
- Prepare submittal information and conduct design reviews with City staff and other affected parties at the following progress intervals: 50%, and 90%. Incorporate pertinent review comments into the project design.
- Provide a minimum of three copies of legal descriptions, and information as required by the City regarding any proposed land purchase and/or easements from all pertinent owners.
- Perform detailed design and prepare plan and profile drawings, cross sections, and any required details of blow-offs, air valves, utility crossings, main valve and connection details, and all other necessary details, specifications, and bidding documents for construction of the project.
- Follow City of West Jordan design standards in all pipeline design.
- Prepare site layout, vehicle access and parking, gates and fencing, paving and landscape plans.
- Prepare Storm Water Pollution Prevention Plan (SWPPP) to be included in the construction documents for the project.
- Coordinate utility re-alignments and conflicts including but not limited to power, telephone, gas, storm drainage, water, sewer, and cable communication systems.
- Print and provide 4 copies of the contract documents including pipeline and PRV construction drawings and specifications. Drawings used for bidding documents will be electronic and 22" x 34" format.
- Provide revised construction cost estimates with separate costs for the meters and PRV. Provide schedule as required.

Project Design Surveying

The Consultant will provide alignment surveys for the design that will include x, y, z coordinates for the proposed alignment, edge of highway pavement, utilities and other features near the project. A topographic survey of the alignment will include:

- Existing grades, locations of pertinent features, and visible utilities
- Location of existing drainage areas and other geographic features
- Location of test holes completed as part of the geotechnical investigation

The boundaries of the Meter and PRV stations will be staked and descriptions of these sites provided.

Design of Project

The Consultant will prepare all design in accordance with the City's and JWCD's design standards. Any deviation from the standards will be reported to the City at the time of design submittals and a written justification or explanation will be provided for any deviation.

As part of the design submittal, the Consultant will provide a construction sequencing diagram. The bidding instructions will include a requirement of the bidders to review the construction sequencing diagram and to provide recommended changes to incorporate any cost savings into their bid.

In addition to the drawings, the Consultant will provide the table of contents for the specifications listing City of West Jordan standard specifications to be used and other non-city specifications recommended. Copies of the non-city specifications will be provided. The cost estimate developed for Phase I will be updated to incorporate the details developed for the 50% design.

90% Submittal

The 90% submittals will be a complete full set of drawings, specifications, design calculations and cost estimate.

In addition to the drawings, the Consultant will provide the City of West Jordan Specifications listing City of West Jordan General Conditions and all technical specifications. Copies of all specifications will be provided.

Ninety percent drawings will include project geometry with ties to establish survey monuments. The geometry will include property lines and construction limits. The consultant will provide permanent right-of-way descriptions for the Meter and PRV stations, and descriptions for any temporary construction easements.

Designs will include structural designs for the Meter and PRV stations reinforced concrete structures.

The Consultant will revise construction costs estimates to incorporate the 90% designs and provide a recommended construction schedule.

Meetings

Several meetings with City staff and other agencies are expected to determine all related concerns and options.

As part of this design process, the Consultant will meet with UDOT, JWCD, coordinate with Utah Division of Drinking Water, and meet with the City of West Jordan, provide design drawings and specifications and seek approval of the plans.

Permits

The Consultant will also seek any necessary pre-construction permits. Anticipated permits include:

1. Encroachment Permit for site investigation– UDOT
2. Plan Review approval – UDOT, Utah Division of Drinking Water
3. Approval of facilities connections to JWCD facilities – JWCD
4. Ground Water Discharge permit (for spreading of chlorinated flushing water) and/or Indirect Discharge permit – DWQ
5. Notice of Intent - DWQ
6. Storm Water Pollution Prevention Plan – DWQ

Deliverables

- (5) Sets of 50%, 90% and 100% (for construction) drawings and specifications and electronic format for bid advertisement.
- Design calculations
- SWPPP
- All pre-construction permits/approvals UDOT, City of West Jordan, DWQ, JWCD

Phase III - Construction Management Services (CMS)

Construction Management Services will be provided during the construction phase of the project. The work will include the following activities:

- Prepare advertisement for bidding.
- Receive and respond to Requests for Information (RFI's) by addendum.
- Attend and assist with pre-bid meeting.
- Attend bid opening and assist as required.
- Review bids, prepare recommendation for award and prepare and distribute executed contract documents.
- Conduct pre-construction conference.
- The City will provide on-site inspections. The Consultant will provide twice a week one hour site visit inspections and photos for a 3-month period.
- Review shop drawings and submittals.
- Conduct progress meetings every 2 weeks that will include a City representative.
- Review and respond to contractor Requests for Information (RFI's) and/or Requests for Clarifications (RFC's).
- Prepare, review and process contractor change orders.
- Review contractor pay requests and submit recommendation for contractor payments.
- Conduct project start-up and testing procedures.
- Prepare record drawings and furnish two reproducible sets and 2 sets of prints. Provide record drawings electronically in AutoCAD format.

Deliverables

- Advertisement for bids
- Responses to RFI's, RFC's and addenda
- Written recommendation for award
- Agenda, recording and minutes for pre-construction conference
- Agenda and notes from bi-weekly progress meetings.
- Photo record of construction
- Twice a week inspection reports
- Submittal reviews approval documentations
- Agenda and notes from bi-weekly progress meetings
- Change orders and payment requests
- Documentation of project start-up and review of testing results
- Record drawings (2 originals, 2 copies, electronic AutoCAD)

PROPOSAL CONTENT

Proposals should include the information outlined in this section and not exceed 8 pages. An introduction letter may be added to the proposal, but it will not be counted in the total pages.

- A. Provide a brief history of the firm and brief biographies of proposed project assigned personnel.
- B. Provide an outline of your proposed work plan to complete the study requirements.
- C. Provide a timeline for completion of the study and preparation of a study report.
- D. Provide information on similar projects the firm has been engaged in and references of clients with whom a similar service has been provided.
- E. In an appendix, provide example drawings of Meter and PRV station designs, which represent the work of the engineering firm.
- F. In a *separate sealed envelope* provide a spread sheet with the estimated hours by employee category and the total costs estimate for the project.
- G. Non-Collusion Affidavit (attached)

PROPOSAL EVALUATION CRITERIA

The City of West Jordan will ultimately select one firm after evaluating all proposals. Proposals will be evaluated using the following criteria:

Weighted Evaluation Criteria

20% Project understanding

30% Project Approach (outline of project tasks))

30% Cost of the Project

10% Schedule

10% Experience, Documented Past Project Results, References

KEY DATES, ADDRESSES AND INSTRUCTIONS

Proposals must be delivered to:

CITY OF WEST JORDAN
City Records Office (3rd floor)
8000 South Redwood Road
West Jordan, Utah 84088

DUE DATE: November 22, 2016 2:00 p.m.

- Clearly label the outside of your envelope: **“Old Bingham Highway Pressure Reducing Station and Water Metering Station, and 9000 South 3200 West Metering Station and Pipelines.”** Any proposal received after that date and time will not be accepted.
- The City will not accept proposals via facsimile.

Questions regarding this RFP should be emailed to rogerp@wjordan.com, no later than **November 15th**.

There should be no contact made with members of the West Jordan City Council, the Mayor, or any other city official other than Roger Payne regarding this Request for Proposal.

OPENING OF PROPOSALS

Receipt and Registration of Proposals will be handled by the City Recorder. On the closing date and time, proposals shall be opened publicly, identifying only the names of the proposing engineering firms.

Proposals, modifications, or corrections received after the closing time on the "Due Date" will be considered late and will not be opened. Facsimile transmitted RFPs will not be considered.

If only one proposal is received in response to the RFP, the purchasing agent, based on feedback from the department, may either make an award or, if time permits, re-solicit for the purpose of obtaining additional proposals.

SUBMITTAL REQUIREMENT

Five (5) copies of the technical proposal and one copy of the sealed fee proposal shall be submitted to the City Recorders office by **2:00 p.m. on Tuesday, November 22, 2016.** A selection committee appointed by City Administration shall review the submittal material.

REJECTION OF PROPOSALS

The City reserves the right to reject any or all proposals received, and to select the proposal deemed to be the most advantageous and in the best interest of the City. Non-acceptance of a proposal will mean that one or more others were deemed more advantageous to the City or that all proposals were rejected. Applicants, whose proposals are not accepted, will be notified after a binding contractual agreement between the City and the selected applicant is executed, or when the City-rejects all proposals.

QUESTIONS

The attached figures illustrate the locations of the sites currently under consideration. The City will provide drawings of existing pipelines and other utilities that service these sites where they do exist. The water master plan will be made available to help consultants understand the proposed pipelines and water pressure zones.

DISCUSSIONS WITH BIDDERS (ORAL PRESENTATION)

An oral presentation by a bidder to clarify a proposal may be required at the sole discretion of West Jordan. However, West Jordan may award a contract based on the initial proposals received without discussion with the firms submitting proposals. If oral presentations are required, they will be scheduled after the submission of proposals. Oral presentations will be made at the bidder's expense.

FORMATION OF THE AGREEMENT WITH THE SELECTED APPLICANT

After selecting an applicant, the City may conduct additional negotiations with the applicant to arrive at a best and final offer. When both parties are in agreement, a contract will be awarded.

PROTECTED INFORMATION

The Government Records Access and Management Act (GRAMA), Utah Code Ann., Subsection 63G-2-305, provides in part that:

The following records are protected if properly classified by a government entity:

- (1) trade secrets as defined in Section 13-24-2 if the person submitting the trade secret has provided the governmental entity with the information specified in Section 63G-2-309 (Business Confidentiality Claims);*
- (2) Commercial information or non-individual financial information obtained from a person if:
 - (a) Disclosure of the information could reasonably be expected to result in unfair competitive injury to the person submitting the information or would impair the ability of the governmental entity to obtain necessary information in the future;*
 - (b) The person submitting the information has a greater interest in prohibiting access than the public in obtaining access; and*
 - (c) The person submitting the information has provided the governmental entity with the information specified in Section 63G-2-309;**

(6) records the disclosure of which would impair governmental procurement proceedings or give an unfair advantage to any person proposing to enter into a contract or agreement with a governmental entity, except that this Subsection (6) does not restrict the right of a person to see bids submitted to or by a governmental entity after bidding has closed;

GRAMA provides that trade secrets, commercial information or non-individual financial information may be protected by submitting a Claim of Business Confidentiality.

To protect information under a Claim of Business Confidentiality, the bidder must:

1. Provide a written Claim of Business Confidentiality *at the time the information (proposal) is provided to West Jordan*, and
2. Include a concise statement of reasons supporting the claim of business confidentiality (Subsection 63G-2-309(1)).
3. Submit an electronic “redacted” (excluding protected information) copy of your proposal response. Copy must clearly be marked “Redacted Version.”

A Claim of Business Confidentiality may be appropriate for information such as client lists and non-public financial statements. Pricing and service elements may not be protected. An entire proposal may not be protected under a Claim of Business Confidentiality. The claim of business confidentiality must be submitted with your proposal on the form which may be accessed at: <http://www.purchasing.utah.gov/contract/documents/confidentialityclaimform.doc>

To ensure the information is protected, the bidder must clearly identify in the Executive Summary and in the body of the proposal any specific information for which a bidder claims business confidentiality protection as "PROTECTED."

All materials submitted become the property of West Jordan, Utah. Materials may be evaluated by anyone designated by West Jordan as part of the proposal evaluation committee. Informative materials submitted may be returned only at West Jordan's option.

INCURRING COSTS

West Jordan City will not be liable for any cost that applicants may incur in the preparation of their proposals. Proposals should be concise, straightforward, and prepared simply and economically. Expensive displays, bindings, or promotional materials are neither desired nor required.