

# Request for Qualifications – Birch Point Wastewater Collection and Treatment System (Grand Lake Township)

## Introduction/Purpose

Grand Lake Township (“the Township”) requests statements of qualifications from qualified wastewater operations firms for the purpose of operating the Birch Point Wastewater Collection and Treatment System. The system is currently under construction along Birch Point Road adjacent to Caribou Lake in Grand Lake Township, St. Louis County, Minnesota. A Subordinate Sewerage District (“the District”) shall accept operating and maintenance authority of the system and will enter negotiations for a maintenance and operations contract based on the results of this solicitation.

The system will consist of several septic tank effluent pump (STEP) systems at individual homes, pumped via small-diameter forcemain to a collection/treatment/disposal site adjacent to the Caribou Lake on Birch Point Road. The treatment system is comprised of BioMicrobics Nitra-FAST and MicroFAST units with septic disposal. The system will be operated under a St. Louis County septic permit, which is currently being drafted. Permitted design flow for the system is 9,900 gpd and expected system flows are between 3,000 and 4,000 gpd.

## Statement of Qualifications Requirements

### Format

The Township will accept statements of qualifications from qualified firms via PDF documents submitted to the Design Engineer, MSA Professional Services, at [jjurewicz@msa-ps.com](mailto:jjurewicz@msa-ps.com). Responses are due by 4 pm on June 3, 2016. Submitted statements of qualifications shall be no more than six (6) pages long, and shall include the following:

- 1) Cover letter
- 2) Location of offices proposing to serve the District
- 3) Proposed staffing to operate the system including licensure status
- 4) Examples of other similar wastewater collection and treatment systems managed and operated including references

Documents submitted not including the information requested above may be disqualified and removed from consideration.

### Office Location

Firms submitting statements of qualifications shall provide a physical office location with licensed operators within 50 miles of the site. For the purposes of this proposal, compliance with this condition shall be measured from the Grand Lake Township Town Hall on Hwy 53 in Twig.

## Staffing Requirements

Firms shall provide information related to the following:

- 1) State of Minnesota licensure status for all staff proposed to work on this system.
- 2) Role of specific staff within the operation of the collection and treatment system.
- 3) Office location of specific staff proposed to work on the collection and treatment system.

## Company Experience

Firms submitting statements of qualifications shall include specific examples of similar systems operated in the State of Minnesota including:

- 1) Experience operating and managing MSTs systems within the State of Minnesota including:
  - a. Operation and maintenance requirements of a Nitra-FAST and/or MicroFAST treatment system
  - b. Operation and maintenance requirements of low-pressure wastewater collection systems
  - c. Operation and maintenance of STEP systems
  - d. Operation of a septic disposal system within 1,000 feet of a lake or other body of water
- 2) Description of roles in the proposed management and operation of this system.
- 3) References (with contact information) for specific facility examples.

## Consideration

The Township shall review the submitted qualifications of the proposed operations firms and may choose to interview selected firms with the intent of requesting quotes for an operations and maintenance contract for the system. Any costs of preparing the statement of qualifications, interview (if requested), and negotiation of terms for an operations contract will not be reimbursed by the Township.

## Contact Information

For questions regarding this solicitation, please contact Duayne Anderson, Grand Lake Township Supervisor at 218-591-6235. Copies of the construction plans and specifications are available for review at the office of the design engineer, MSA Professional Services by appointment at 218-722-3915.