



Township of Nipigon

Request for Quotations - RFQ-2023-08

Feasibility Study/Environmental Assessment for Gravity

Sewer Services – Nipigon District Memorial Hospital

Approvals, Final Design, Drawings, and Contract Specifications

Tendering, Contract Administration/Site Supervision

Issue Date: December 12, 2023

Deadline for Questions: December 29, 2023

Closing Date/Time: February 09, 2024, at Noon

PROPONENT INFORMATION

BUSINESS NAME

MAILING ADDRESS

CITY

POSTAL CODE

() _____

TELEPHONE

EMAIL

SIGNATURE

NAME AND TITLE OF AUTHORIZED PERSON

DATE

Special Note: A signed copy of this form must be emailed along with the completed proposal to the Contact Person Shane Hardy, Public Works Superintendent, at shanehardy@nipigon.net.

Request for Quotations (RFQ)
Engineering Services
Gravity Sanitary Sewer Service for Nipigon District Memorial Hospital, Health Clinic and Ambulance Building
Feasibility Study/Environmental Assessment, Design, Tendering & Contract Administration

RFQ– 2023-08

Background:

In 2020 the Hospital contacted the Township of Nipigon (Twp) advising that they are having problems with their existing Sewage Pumping Station (SPS) regularly being “Clogged”. The SPS discharges into the sanitary sewer on First Street and is located south of the First Street entrance to the Hospital. Given the nature of typical Hospital operations, this is not surprising.

The Hospital has inquired about the possibility of a gravity discharge and elimination of the SPS altogether. The Twp hired an Ontario Land Surveyor (OLS) to determine the elevation of the effluent from each building on the Hospital property and the invert elevations of the existing sanitary sewer. This work was completed on April 21, 2020, resulting in two (2) possible alternatives with a third (3rd) being identified internally and possibly another alternative being identified by this feasibility study. See drawing 20-217 Fig 2. In either alternative, consideration should be given to requesting the Hospital to install a grinder prior to Hospital effluent entering the sanitary sewer collection system to minimize the issues currently being experienced as the SPS being transferred to the sewer collection system.

Proposed Sanitary Sewer – Alternative 1

In alternative 1, a gravity sewer is proposed from the Hospital starting on Hogan Road to an existing manhole on the corner of Hogan Road and First street. This requires the longest run of new sanitary sewer plus substantial internal re-configuration for the Hospital, Health Clinic and Ambulance Bay. This alternative is the more invasive of the three (3) alternatives.

Proposed Sanitary Sewer – Alternative 2

In alternative 2, the existing internal configuration at the Hospital would remain as is up to the SPS. At the SPS, the flow would be converted to gravity with the existing sanitary sewer in First Street being replaced from the corner of First and Fifth Street to the corner of First Street and Hogan Road. This section of sanitary sewer currently services the Hospital SPS, 8 residential lots and 1 commercial lot. This would allow the Hospital to connect via gravity while affording the Twp the opportunity to replace existing clay tile sewer that is likely beyond its service life. This is the second less invasive of the three options.

Proposed Sanitary Sewer – Alternative 3

In alternative 3, a gravity sewer is proposed from the Hospital starting near the Proposed manhole 3 on Hogan Road to an existing manhole on the corner of Hogan Road and First Street. The existing internal configuration at the Hospital would remain as is up to the manhole before the SPS. At the manhole, the flow would be re-directed to Hogan Road manhole 3. This is the less invasive of the three options.

Proposed Sanitary Sewer – Alternative 4

A better alternative could be identified during the feasibility study.

Project Information:

The Township of Nipigon is seeking Quotations from qualified and experienced Engineering Firms to provide the services as described below.

This RFQ is broken down into four (4) components. It is anticipated that Proponents will submit a price for each component and a Total for all four (4) components. It is the intent for the Township to engage the successful Proponent for all components. Proponents are advised that it is the Townships expectation that the price for components 3 & 4 may be adjusted based on the final approved tender drawings. It is likely that only one (1) component will be authorized at any given time. The components are:

1. Feasibility Study / Environmental assessment.
2. Design, including estimated Construction Cost.
3. Tendering; and,
4. Contract Administration & Inspection.

It is anticipated that the first component (Feasibility Study/Environmental Assessment) will include: any requirement for a Municipal Class Environmental Assessment (MCEA) including public consultation, Preparation of work plan, drafting a general site plan with elevations and contours at the hospital for Alternative 1, Alternative 2, Alternative 3 and possibly an Alternative 4. Evaluate the existing municipal sanitary sewer system to service the hospital, health clinic and ambulance building with a sanitary sewer for three options. Demonstrate how a new gravity sanitary sewer (Alt 1), (Alt 2) & (Alt 3) can service the hospital, prepare a Feasibility study report with preliminary project cost estimates.

It is anticipated that the Second component (Design) will include: Geotechnical Investigation, Sanitary sewage flow, Schematic Design, Estimated Construction Cost, Final Detailed Design, Design Brief, Permits & Approvals.

The third component is Tendering. The tendering section is to include: the preparation of the Tender & Specifications, Tender Advertising, Answering Questions from Contractors, Tendering Process (including addendums), Tender review and a letter of recommendation to the Township. It is the Townships expectation that the quoted price provided for this component, in response to this RFQ, may need to be adjusted based on the final approved tender drawings.

The fourth component is Contract Administration & Inspection. Proponents should clearly indicate the level of Inspection included in their proposal. Depending on total cost of compartments 1 through 4, the Township may wish to negotiate the level of inspection as it is anticipated that full time inspection may not be required. It is expected that the Contract Administrator will produce Record Drawings within six (6) months of the General Contractor being awarded Substantial Completion. It is the Townships expectation that the quoted price provided for this compartment, in response to this RFQ, may need to be adjusted based on the final approved tender drawings.

Upon project commencement, an initial kick-off meeting will be scheduled with Township staff to determine and define the format of the deliverables and to obtain all available documentation and records. In order to make this meeting productive and efficient, several days prior to this meeting, it is expected that the successful Proponent will prepare and submit a list of required documents and records.

Timeline:

It is anticipated that the successful Proponent is prepared to commence work immediately upon receipt of an authorization to proceed and fully commit its team to meeting the Township's timeframe. The timeframe is as follows:

- Close of RFQ – Friday, February 09, 2024, at Noon.
- Award Engineering Services at Council – February 2024
- Feasibility Study / Environmental assessment – July/August 2024
- Design, Design Brief, Approvals & Permits – November 2024
- Issue Tender & Specs – 2025
- Tender Close – 2025
- Award Contract – 2025
- Substantial Completion – 2025
- Record Drawings – 2025

Qualifications:

Engineering firms with extensive experience in municipal drinking water systems, specifically with conventional filtration WTPs complete with water distribution systems equipped with elevated storage; and Wastewater Treatment Plants (Secondary Treatment) with lift stations are asked to submit Quotations for this work. Knowledge of Township of Nipigon infrastructure will be considered an asset.

A letter proposal highlighting the Proponents previous experience with this type of work will assist the Township in evaluating the submissions. An understanding of the process by itself is not sufficient to qualify. The intent of the letter proposal is to ensure the Proponent has an appreciation of the complexity of the assignment.

Experience in related work must be demonstrated.

Consideration will be given to: Approach & Methodology (30 Points) Key Personnel (20 Points) Relevant Experience (30 Points) and, Total Upset Cost (20 Points) The cost is to be submitted in the following format:

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|---|----------|
| • Component 1 – Feasiblility Study / Environmental Assessment | \$ _____ |
| • Component 2 – Design | \$ _____ |
| • Component 3 - Tendering | \$ _____ |
| • Component 4 - Contract Administration & Inspection | \$ _____ |
| • Total (Components 1, 2, 3 & 4) | \$ _____ |

Price will be considered but will not be the sole factor in determining the successful proponent. Proponents are instructed to submit one (1) original letter quotation and two (2) copies of same.

Presentation and Meetings:

Due to the nature of this project, it is expected that the approach will be to start and finish the work in an uninterrupted work schedule. It is anticipated the successful Proponent will provide the Township with a schedule prior to initiating any work.

Time Frame and Scheduling:

Proposals will be received up to Noon local time Friday, February 09, 2024, at 12:00 pm (Noon): via email only:

shanehardy@nipigon.net

Terms and Conditions:

This time and date shall be deemed to be the Closing Date for receipt of quotations.

The Proponents shall not rely on any oral statement made by the Township, its elected officials, members of the public, its employees, or its advisors.

It is the responsibility of each Proponent to ensure that they have received a complete RFQ and any subsequent Addendums, if any that may be issued from time to time.

Proponents are solely responsible for conducting their own independent research, due diligence or other work necessary for the preparation of the response to this RFQ.

The Township will not be responsible for any expense incurred by any and all Proponents in preparing or submitting a submission to this RFQ or in providing any additional information necessary for the evaluation of the submission made under this RFQ. In submitting a response to this RFQ, the Proponent waives any right of action or claim against the Township, its employees, its elected officials or advisors.

If the RFQ is withdrawn or cancelled at any time the Township shall not be liable for any costs, losses, damages, or expenses incurred in the preparation and submission of a response to the RFQ.

It is proposed that the Township will review the quotation(s) received and will make a recommendation for approval of the selected Proponent. The Township of Nipigon reserves the right to accept any, all, or none of the quotations submitted and award any, all and/or part of the work to any Proponent. To this end, the Township reserves the right to award parts of the project to different Proponent's at the sole discretion of the Township.

Any re-design work, required of the successful Proponent, in order to have the project come within budget is the sole responsibility (financial and/or otherwise) of the successful Proponent.

Any and all quotation(s) received shall become the property of the Township of Nipigon and are therefore public documents.

Lowest or any Quotations will not necessarily be successful.