

Thatcher Brook Sewer Protection and Channel Stabilization

Edward Farrar Utility District

REQUEST FOR QUALIFICATIONS

For Engineering Services

Thatcher Brook Sewer Protection and Channel Stabilization

Date of Issue: November 20, 2024

Qualifications Deadline: December 20, 2024

Overview of Requested Engineering Services

The Edward Farrar Utility District (EFUD) in Waterbury, Vermont is seeking to contract with a competent and qualified Engineer or Engineering firm, registered in the State of Vermont that has had experience in the following areas:

- Sewer line design within floodplain and stream crossings
- Channel stabilization
- Floodplain Restoration
- State and Federal regulations and permits
- Preparation of bid packages and assistance in reviewing bids
- Field inspections for design and permit compliances
- Experience in coordinating project teams and contractors

Project Overview

An existing Edward Farrar Utility District (EFUD) 8" main sewer line that transports wastewater from 255 upstream customers (industrial, commercial, and residential) runs parallel and crosses under (3 times) Thatcher Brook in Waterbury. Over the years Thatcher Brook has experienced numerous stream bank erosion events which have threatened the structural integrity of the sewer line and potentially causing pollution of Thatcher Brook, Winooski River and Lake Champlain from discharge of raw sewage. EFUD has attempted to protect the sewer line by armoring the stream banks and sewer crossings but armoring repairs are a continuous almost yearly event. The brook is constricted against a road embankment and as noted held in place with armoring which is failing in a few locations due to high stream velocities. As climate change seems to be causing more frequent high stream flow events EFUD is looking for a more robust solution for protecting the sewer line.

The project proposes reducing the constriction by widening the channel and creating a naturalized floodplain bench. The pipes will be further protected by increasing the resistance to erosion of the channel bed by constructing rock grade control riffles on the bed. The combination will reduce velocity, increase storage, increase resistance, and together reduce erosion risks. The Waterbury, VT office of SLR Consulting has conducted hydraulic modeling and prepared concept level design plans for the project. The concept level design plans will be made available to interested consultants.

EFUD with support of VT Emergency Management has applied for and received a FEMA Hazard Mitigation Grant to fund the project. The design work is phase 1 of the phased project award.

Scope of Work

The Engineering Services contract will encompass all project-related engineering services required for the Thatcher Brook Sewer Protection and Channel Stabilization Project, including:

- Final design plans and specifications, building on the concept design
- Permitting
- Revision to the initial FEMA Benefit Cost Analysis
- Public Outreach
- Bid Phase Services
- Construction Phase Services

Permits will include, at the least, the Vermont Stream Alteration General Permit, the US Army Corps of Engineers General Permit, Vermont Stormwater Construction Discharge Permit, Vermont Wetlands Permit and Act 250 permit.

The firm will be expected to prepare additional hydraulic models and floodplain mapping as needed to complete the design

[Reports associated with this project can be found here.](#)

Submission Requirements

1. Name, job title, email and phone number of primary contact person.
2. A description of the consultant's qualifications, capabilities, and organizational structure. Indicate if you, or a subcontractor, is a Minority Business Enterprise (MBE) or Women's Business Enterprise (WBE).
3. Proposed staff for the work, including designation of Project Manager. Attach resumes of key staff.
4. A proposal narrative that includes an understanding and approach to the project.
5. A narrative of experience with the environmental permits expected on this project.
6. Three references which include the following for each project: one sentence description, name of project manager, phone number and address. References should be clients from the past 3 years for whom similar work was performed.

Submission Deadline

Please submit 1 (one) electronic original of your proposal to William Woodruff, Town of Waterbury and EFUD Public Works Director at bwoodruff@waterbury.com no later than 3:00 p.m. Friday, December 20, 2024.

Submissions will not be reviewed and shared until the specified closing date. Proposals received after the closing time stated above will not be accepted.

RFQ Questions

Questions concerning this RFQ must be submitted via email to William Woodruff at bwoodruff@waterburyvt.com. Questions must be submitted by Friday, December 13, 2024, at 12 noon and must have the Subject Line: "Thatcher Brook Engineering Services RFQ Question." A digest version of all questions and answers will be emailed to all applicants. Please email as detailed above to be included. EFUD shall distribute the Q&A Digest via email by 4:00 p.m. on Tuesday, December 17, 2024.

Evaluation Criteria

Statement of Qualifications will be evaluated in the following areas:

1. Firm's Qualifications and Capabilities (30 pts.): This refers to the qualifications of the firm or firms assigned, including area of expertise, technical capabilities, and work experience with Vermont Department of Environmental Conservation and federal agencies.
2. Project Team (30 pts.): Qualifications of the professionals (including but not limited to the Project Manager) assigned to this project including technical attributes and relevant staff experience that make them uniquely qualified to undertake this work.
3. Past Performance (20 pts.): The quality and relevance of recent projects of similar nature completed by the Consultant.
4. Knowledge of Project Area (5 pts.): Experience working in central Vermont and/or Vermont.
5. Location of office performing this work (5 pts.)
6. Overall Quality of Submittal (10 pts.): This refers to the clarity and organization of the submittal as well as the completeness of the information.

A Selection Committee will review qualifications submitted in response to this RFQ. EFUD intends to make its decision on the choice of an engineering consultant as soon as possible. EFUD may choose to interview candidates before making its final decision. The most qualified respondent will be selected, subject to negotiation of fair and reasonable compensation. The selection of a consultant shall be made without regard to race, color, sex, age, religion, national origin, or political affiliation. EFUD is an Equal Opportunity Employer and encourages proposals from qualified minority and woman-owned businesses.

Disclaimers

1. Those submitting SOQs do so entirely at their own expense. There is no express or implied obligation by EFUD to reimburse any entity or individual for any costs incurred in preparing or submitting proposals, preparing, or submitting additional information requested by Selection Committee, or participating in any selection interviews.
2. EFUD reserves the right to withdraw this Request for Qualifications, to accept or reject any or all statement of qualifications, to advertise for new statement of qualification if it is in the best interest of the Town to do so, and to award a contract as deemed to be in the best interest of EFUD.