Supplemental Documents

- DSBO documents, including Pre-Submittal Presentation and Letter of Intent guidance (Attachment A)
- GIS Data Request Form (Attachment B)
- 2009 Sanitary Sewer Master Plan (link only – document is not included as an attachment)

Questions and Answers

Q1: Can you consider the combination of level-meter (such as SmartCover meter) with area-velocity meters for the 30 flow-meter monitoring plan? The level meter data will be calibrated side-by-side with the area-velocity meter by installing both meters within the same manhole for a period time. The site-specific level-flow rating curve will be provided and documented in Task 2.3 as the deliverable. Please confirm. Further, the project time frame is 16-months, why the flow monitoring is only 60 days? What if there are fewer than three rain events that are recorded during the 60-day period? (ref: Task 2.2 Installation of Flow Monitoring)

A1: Each proposal should include the flow modeling methodology that they feel will best meet the goals of the request for qualifications. As noted in the evaluation criteria, the proposals will be evaluated on proven experience of the team to deliver similar plans in locations with a similar climate to Denver.

As noted in Task 2.2, the flow monitors will collect data for a period of no less than 60 days. The installation date and ultimate duration will be determined collaboratively during the project. As noted in Task 3.1, in the case of low rainfall or inconclusive RDII parameters, the consultant will coordinate with MWRD, as well as the City and County of Denver (CCD), to help refine the inflow and/or infiltration in the model.

Q2: “The model is expected to include all system pipes with 8” and larger.” What is the estimated number of pipes that will be modeled? Can you give us a rough number? (ref: Task 3 Model Build)

A2: The number of gravity pipes that will be modeled is approximately 36,000 pipes for a total length of 1,500 miles of gravity sewer.

Q3: 24-hour (or 48-hour, 72-hour, or 168-hour) diurnal curves will be developed for both dry-weather and wet-weather flow for each basin? Please confirm. Further, what is the number of basins required in the RFP? Since 30 meters is required, can we assume that at least 60 diurnal curves (30 x 2 = 60) are required? In addition, what are the extended-period simulation calibration criteria for both dry-weather, and wet-weather flows? (ref: Task 3.1 Development of Flow Components)
A3: 24-hour dry weather diurnal curves will be developed for each basin. Rain Dependent Inflow/Infiltration parameters, rather than diurnal curves, will need to be developed as part of the wet weather analysis. Assume that there are 30 basins that require delineation in conjunction with the 30 meters. CCD currently has no criteria for modeling and will be relying on the expertise of the proposing team to guide CCD based on previous, relevant experience.

Q4: Can we assume that the “Lift Station Assessment” is referring to modeling-related site or field work such as wetwell capacity, level drain/fill cycle, pump control data logger, and control logic verification? (ref: Task 3.2 Lift Station Assessment)

A4: Yes, the assessment is to assist with data gaps in order to model the stations.

Q5: Can you specify the number of scenarios for this task? The number of scenarios will lead to number of EPASWMM models that will be delivered. Furthermore, please specify the EPASWMM file format, Input file (.inp), or Network file (net)? In addition, we also wanted to know the model files that shall be EPASWMM 64-bit version or 32-bit version. (ref: Task 5 Existing System Evaluation)

A5: Task 5.1 includes 3 scenarios, one of which will be selected to complete Task 5.2. The proposing team may use whatever software they prefer to complete the master plan; however, final deliverables must be able to be run in EPA SWMM (current version 5.1.013). The intent is to have files that CCD will be able to use long-term, without the purchase of expensive software. Innovation or recommendations that allow the City to meet this goal are welcome.

Q6: Can you specify the number of scenarios for this Future task? The number of scenarios will lead to number of EPASWMM models that will be delivered. (ref: Task 6 Future System Evaluation)

A6: Task 6 includes up to three future scenarios. The exact years will be based on input from the project team.

Q7: Can you specify any bonus points that will be awarded if MWBE certified firms self-perform more than 51% of the work?

A7: There are no bonus points awarded if an MWBE firm self-performs more than 51% of the work.

Q8: What is the desired time-frame for the master plan project?

A8: The timeframe denoted in the RFQ was 16 months; however, proposing teams should include the schedule, based on previous experience of similar projects, which will allow the project team to meet the project goals.

Q9: Are the treated water demand projections based on per capita (gpcd) or unit rates for land use categories (gpd/acre)?

A9: Denver Water’s Integrated Water Resource Plan demand projections were based on per capita (gpcd).
Q10: Can Consultants submitting proposals as a prime also be a sub-consultant to other firms?

A10: Yes, the consultant submitting as a prime can also be a sub-consultant to other firms.

Q11: Is the City and County of Denver (CCD) responsible for ROW permitting relating to flow monitoring field investigations, installations, maintenance, and removals?

A11: Assume that the project team will be the lead on preparing any necessary documents related to ROW permitting. CCD will facilitate between the different divisions to ensure smooth delivery on the City side.

Q12: Do the 6/7 lift stations requiring modeling have SCADA equipment?

A12: Three (3) of the lift stations appear to have SCADA equipment installed.

Q13: How many of the 6/7 lift stations have Variable Frequency Drives?

A13: For the purpose of modeling, it is adequate to assume that the lift stations are constant speed pumps.

Q14: Can CCD provide firm pumping capacities of the lift stations?

A14:

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<tr>
<th>Lift Station</th>
<th>Estimated Firm Capacity (MGD)</th>
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<tbody>
<tr>
<td>#5</td>
<td>8.42</td>
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<tr>
<td>#13</td>
<td>3.46</td>
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<tr>
<td>#15</td>
<td>3.88</td>
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<tr>
<td>#16</td>
<td>2.65</td>
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</tbody>
</table>

The remaining 3 lift stations have estimated firm capacities of less than 1 MGD.

Q15: Is future buildout projections to year 2040?

A15: Future buildout would be assumed to be 2065. This is subject to input and expertise of the project team.

Q16: Since a large portion of the Metro Wastewater Reclamation District’s (MWRD) system interfaces with CCD’s, will MWRD provide their GIS and hydraulic modeling data? If so, can Consultant incorporate their data? Similarly, will this be the same case for other Districts/Cities (ex. City or Aurora)?

A16: MWRD GIS will be provided (see GIS Data Request Form attached). Project team collaboration with MWRD will be needed to define the extent and use of their hydraulic modeling data. The project team will be responsible for developing a strategy for boundary conditions for MWRD and neighboring municipalities in collaboration with stakeholders to best meet the goals of the project.
as outlined in the RFQ. Innovation or previous experience with modeling a complicated multi-agency system should be highlighted.

Q17: There is a mention of permanent flow meters interfacing between CCD and MWRD; how many and where?

A17: The permanent flow meters are maintained by MWRD and, as CCD understands, are used to understand flows and bill neighboring municipalities. The flow meters do not interface CCD and MWRD directly, as MWRD bills Denver for the remaining flow after they subtract out all non-CCD flows. They will likely be more useful as assisting with setting boundary conditions and guiding any needed assumptions. The information may also be useful in calibrating the model’s wet weather response.

Q18: Is there permanent rain gauging in the area by CCD or MWRD?

A18: The City has access to gauge adjusted radar rainfall (GARR) through RainVieux. This information will be provided to the awarded firm.

Q19: Will CCD require additional survey support for any GIS data gaps that arise during the hydraulic model build stage?

A19: The City will provide any necessary additional survey support from our in-house crews.

Q20: For the flow monitoring program, will the City be coordinating the permitting and traffic-control or should the Consultant expect to obtain permitting/traffic control through the City prior to meter installation?

A20: Please assume that the project team will be the lead on preparing any necessary documents related to ROW permitting. The City will facilitate between the different divisions to ensure smooth delivery on the City side.

Q21: Will the City be providing a copy (or a sample area) of the sanitary sewer GIS as an addendum?

A21: The GIS is available to consultants by following the instructions on the document located here: https://www.denvergov.org/content/dam/denvergov/Portals/534/documents/GISDataRequestForm.pdf

The form is also included as Attachment B to this Addendum.

Q22: Will the City be providing a copy of the Lift Station #5 report as an addendum?

A22: Due to the draft status, the City is unable to release a draft of the report at this time.

Q23: How are 11x17 pages counted in the proposal? Will these be counted as 2 pages or as 1 page?
A23: 11x17 pages will be counted as 1 page.

Q24: Is there a limit to the number of 11x17 pages that can be included in the proposal?

A24: There is no limit specifically to the number of 11x17 pages. However, it is recommended that the 11x17 pages be reserved for graphics where the information would otherwise be illegible.

Q25: Metro Connections – Can you provide any additional information about the Metro connections (GIS, size, if they have meters or flow information, what areas they serve) prior to the proposal submittals? Are boundary conditions defined for these connections or is that part of the scope of services?

A25: Please see A21 of this Addendum for information on obtaining GIS. The 2009 Master Plan identifies ‘secondary basin outfalls’, which are typically the connections between Denver and Metro; see https://www.denvergov.org/content/dam/denvergov/Portals/711/documents/2009%20Sanitary%20Sewer%20Master%20Plan%20Errata.pdf. There are no flow meters at the connection points. The project team will be responsible for developing a strategy for boundary conditions for MWRD and neighboring municipalities in collaboration with stakeholders to best meet the goals of the project as outlined in the RFQ. Innovation or previous experience with modeling a complicated multi-agency system should be highlighted.

Q26: Stakeholder Meetings – Will the City and County of Denver organize and facilitate the stakeholder quarterly meetings with consultant providing information or is consultant to organize and facilitate?

A26: The City Project Manager can organize the stakeholder meetings; however, the consultant will be responsible for the agenda and leading the meeting. The City will provide support as needed.

Q27: Boundary Conditions – Is the intent to include portions of the Metro system in the model, to assume boundary conditions without Metro, or is method of modeling the connections to Metro’s system to be determined by the Consultant?

A27: Metro’s GIS will be provided. The project team will be responsible for developing a strategy for boundary conditions for MWRD and neighboring municipalities in collaboration with stakeholders to best meet the goals of the project as outlined in the RFQ. Innovation or previous experience with modeling a complicated multi-agency system should be highlighted.

ADDENDUM NO. 1
ATTACHMENT A

Denver Economic Development and Opportunity
Division of Small Business Opportunity
Compliance Unit
101 West Colfax Avenue, Suite 850
Denver, CO 80202
Phone: 720-913-1999
DSBO@denvergov.org

M/WBE Pre-Submittal Presentation

Project Number: TBD
Date of Pre-Proposal: 12/9/2019
Project Name: Sanitary Sewer Master Plan

- My name is Alexis Nightengale, I am the Compliance Officer assigned to this project and can be reached at 720-913-1909 or alexis.nightengale@denvergov.org.

- The M/WBE goal on this project is 13%. Only firms currently M/WBE certified with the City and County of Denver will count towards meeting the goal. The website to find M/WBE certified companies is listed in the M/WBE section of the RFQ.

- Good Faith Effort requirements and other information are listed in the M/WBE section of the RFQ. Please read the M/WBE information carefully, because each bidder must comply with Ordinance #85 requirements and accompanying rules and regulations during the bidding process and during the performance of work on the contract.

Please be aware of the following:

- The M/WBE Certified Prime Contractor can count the level of work that they themselves perform on the project, towards meeting the M/WBE goal.

- M/WBE participation at any tier-level should be indicated with a Letter of Intent.

- Only those M/WBE’s listed on the list of proposed form will count in determining if the M/WBE goal has been met.

- M/WBE Letters of Intent must be submitted for each firm listed, including a M/WBE member of a JV.

- The M/WBE Prime Contractor needs to submit a Letter of Intent and must list themselves and their level of participation on the designated M/WBE participation page in the proposal document.

- M/WBE members of a Joint Venture can only count the dollar value of the distinct elements of work they perform on the project. If you are considering a joint venture, please call me for information.

- When completing the LOI, do not list percent ranges or TBD in the percentage of work field.

- Make sure subconsultants are certified in the areas you intend to utilize them.

- Failure to meet the M/WBE goal requires that the bidder submit a Good Faith Effort.

- If a good faith effort is performed, be aware that bidders must solicit all areas of work or supply that are not self-performed. The solicitation percentage for all areas of work in the performance of a Good Faith Effort is 100%.

- **Commitment to MWBE Participation, Letters of Intent and/or Good Faith Effort must be submitted with the proposal.**

- Are there any questions? If you have questions, please contact me at alexis.nightengale@denvergov.org.
## LETTER OF INTENT (LOI)

**INSTRUCTIONS FOR COMPLETION & SUBMISSION:**
- All lines must be completed or marked N/A for Not Applicable
- Certification Letter must be submitted with LOI
- Submit the attached completed checklist with this letter
- Email to dsbo@denvergov.org
- FOR RFPs and RFQs: LOIs should be included with Submittal

### Contract No.:

### Project Name:

#### A. The Following Section is to Be Completed by the Bidder/Consultant

This Letter of Intent Must be Signed by the Bidder/Consultant and M/WBE, SBE, EBE or DBE

<table>
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<th>Name of Bidder/Consultant:</th>
<th>Self-Performing:</th>
<th>Phone:</th>
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#### B. The Following Section is To Be Completed by the M/WBE, SBE, EBE or DBE, at any Tier

This Letter of Intent Must be Signed by the M/WBE, SBE, EBE or DBE and Bidder/Consultant

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Please check the designation which applies to the certified firm.

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<th>M/WBE (✓)</th>
<th>SBE (✓)</th>
<th>EBE (✓)</th>
<th>DBE (✓)</th>
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### Indirect Utilization:
If this M/WBE, SBE, EBE or DBE is not a direct first tier subcontractor/subconsultant, supplier or broker to the Bidder/Consultant, please indicate the name of the subcontractor/subconsultant, supplier or broker which is utilizing the participation of this firm:

### A Copy of the M/WBE, SBE, EBE or DBE Letter of Certification must be Attached

Identify the scope of the work to be performed or supply item that will be provided by the M/WBE/SBE/DBE. **On unit price bids only, identify which bid line items the M/WBE/SBE/EBE/DBEs scope of work or supply corresponds to.**

<table>
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<th>Subcontractor/Subconsultant (✓)</th>
<th>Supplier (✓)</th>
<th>Broker (✓)</th>
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**Bidder** intends to utilize the aforementioned M/WBE, SBE, EBE or DBE for the Work/Supply described above. The cost of the work and percentage of the total subcontractor M/WBE, SBE, EBE or DBE bid amount is:

$ __________  %  

**Consultant** intends to utilize the aforementioned M/WBE, SBE, EBE or DBE for the Work/Supply described above. The percentage of the work of the total subconsultant M/WBE, SBE, EBE or DBE will perform is:

%  

If the fee amount of the work to be performed is requested, the fee amount, is:

$ __________  

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<th>Bidder/Consultant’s Signature:</th>
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<th>M/WBE, SBE, EBE or DBE or Self-Performing Firm’s Signature:</th>
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If the above named Bidder/Consultant is not determined to be the successful Bidder/Consultant, this **Letter of Intent** shall be null and void.
Letter of Intent (LOI) Checklist

All lines must be completed or marked N/A for Not Applicable
Submit the attached completed checklist with this letter.

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<td>[ ] Project Number &amp; Project Name</td>
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<td>[ ] <strong>Section A:</strong> Name of Bidder/Consultant, Contact Person, Address, City, State, Zip, Phone, Email</td>
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<td>[ ] <strong>Section B:</strong> Name of Certified Firm, Contact Person, Address, City, State, Zip, Phone, Email</td>
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<td>[ ] Designation checked for MBE/WBE, SBE, EBE or DBE</td>
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<td>[ ] <strong>Indirect Utilization:</strong> Name of subcontractor/subconsultant, supplier or broker is indicated if using the participation of a 2nd tier subcontractor/subconsultant, supplier or broker.</td>
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<tr>
<td>[ ] Scope of work performed, or item supplied by M/WBE, SBE, EBE or DBE</td>
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<td>[ ] Line items performed, if line-item bid.</td>
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<tr>
<td>[ ] Copy of M/WBE, SBE, EBE or DBE Letter of Certification Attached</td>
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<td>[ ] Designation checked for Subcontractor/Subconsultant, Supplier or Broker</td>
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**If project is a hard bid…**

| [ ] Bidder has indicated dollar amount for value of work going to Subcontractor/Subconsultant, Supplier or Broker |  |
| [ ] Bidder has indicated percentage for value of work going to Subcontractor/Subconsultant, Supplier or Broker |  |

**If project is an RFP/RFQ…**

| [ ] Consultant has indicated percentage for value of work going to Subcontractor/Subconsultant, Supplier or Broker Name & contact name for MWBE. |  |
| [ ] Fee amount if fee amount of work to be performed is requested. |  |
| [ ] Bidder/Consultant’s Signature, Title & Date |  |
| [ ] M/WBE, SBE, EBE or DBE Firm’s Signature, Title and Date |  |

**Select One ✓**

SUBMITTED VIA… For Construction Hard Bids ONLY, Bidders are strongly urged to deliver the LOI via one of the methods below. (The preferred method is to scan/email completed forms to email address below. Delivery to any other point cannot be guaranteed timely delivery.)

| [ ] Email to DSBO@denvergov.org |  |

The complete and accurate information that is required for the Letter of Intent is based on the following sections of the Ordinance 85: Section 28-63 and Section 28-68. Failure to complete this information on the Letter of Intent (LOI) may automatically deem a bid or proposal non-responsive.
GIS DATA REQUEST FORM

This form must be filled out completely, signed, and dated to process the order.
Email completed form to denvergis@denvergov.org.

Name of person or entity requesting: ____________________________________ Date: __________
Company Name: ____________________________________________________________
Address: ___________________________ City: _______________ State: ______ Zip: __________
Phone Number:  ______________________________ Fax Number: __________________________
Email Address: _____________________________________________________________________

Data Requested: (Please provide data description.)

____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________

Data Format: (The following image and data formats are available)
Images: TIFF, MrSID Digital Data: Shapefile, File GDB, XML Tabular Data: Excel spreadsheet, CSV

Hard-copy Data
Location of Data: (Refer to ‘Reference Maps’ or list street perimeters).

____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________

Project Description: Describe your intended use of this data.

____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________

Company Information: (City Contractor)
Company name: _________________________________________________________________
Company address: _______________________________________________________________
Company phone/fax number: _______________________________________________________
City project name: _________________________________________________________________
Contract Control Number: ___________________________________________ Agency project is for:
State Project Number: _____________________________________________________________
State agency project is for: _________________________________________________________
City Project manager: _____________________________________________________________
Agency Project manager: ___________________________________________________________

Signature________________________________________________________Date _______________

Revised 10/11/2016