

CSO LTCP Model RFP

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Model RFP Purpose

- LTCP Program will result in considerable costs to local and regional government agencies in NJ.
- Model RFP places emphasis on the selection of professionals that will foster innovation and cost effectiveness to minimize costs to ratepayers while achieving water quality improvements.
- Lessons learned in North America reveal that LTCP development costs are marginal compared implementation costs.
- Effective LCTP development efforts, including public involvement, will have a high return on investment.



Model RFP Contents

- Disclaimer
- User Guide
- RFP Notice
- Background
- RFP Schedule
- RFP Submission Requirements
- Scope of Services
- Qualifications
- Rate Schedule



Model RFP Contents, cont'd.

- Cost Proposal
- Selection Process
- Payment Policies
- Conflict of Interest Disclosure
- Entity Rights
- References
- RFP Requirements
- Entity Role
- Entity Statement



Disclaimer

This Model Request for Proposal (RFP) has been **prepared for New Jersey Future** and is being made available to **provide guidance to the New Jersey CSS regulated community**. It is not intended to be an endorsement of any USEPA, NJDEP or other policies or guidance, but is **intended to present an overarching framework** for the solicitation of **professional services** that will be required to address the requirements of the final NJPDES CSO permit. This Model RFP has **not been endorsed by USEPA or NJDEP** and its use does not ensure approval of a long term control plan. All long term control plans will be reviewed by the Department to determine compliance with applicable statutes, regulations and permits.



User Guide

- Customize RFP according to User's System
 - Background Information should be specific
 - Identify schedule needed for your permit
 - Describe your submission requirements
 - Prioritize/Emphasize the Best Practices most suitable to your needs
 - Qualification Based Selection (QBS) is suggested; modify selection criteria as appropriate
 - Include your specific procurement terms



Scope of Services

- Project Management
 - Defined Project Management Plan/Work Plan
 - Meetings
 - Public Participation & Communications – Website
 - Presentations
 - Coordination with other Project professionals
 - Project Electronic Communications (e.g. Dropbox, ProjectWise, etc.)



Scope of Services

- Review Previous CSO Reports/Studies
- CSO Permit Compliance Reporting Procedures
- Update NMC submittal requirements
 - GPS Data for Outfalls/Regulators
 - Sewer Mapping
 - Accurate GIS Mapping will be needed for LTCP
 - Outfall Signage
 - Address each NMC
 - O&M and Asset Management Plan



Scope of Services

- Develop LTCP
 - Work Plan & Characterization – 1st Year
 - Evaluate Alternatives – 2nd Year
 - “Knee of the Curve” WQ Improvement
 - Demonstrative or Presumptive
 - Economic Analysis – EPA Financial Capability Guidance
 - Select LTCP – 3rd Year
 - Define Implementation Schedule
 - Submittal/Acceptance by NJDEP



Scope of Services

- Incorporate LTCP Best Practices
 - Benefit-Cost (increase Community Value)
 - Public Engagement
 - Water Conservation
 - Green-Gray Innovation
 - Inter-agency Coordination
 - Extraneous Flow Reduction (include non-CSO systems)
 - Flood and Climate Resiliency
 - Regional Solutions
 - Innovative Financing



Qualifications/Experience

- Limit RFP Qualifications Statement Page Length
- Demonstrate Experience with at least 3 relevant projects
- Project Manager should be a NJ PE
- Consultant Team Staff should include multiple disciplines:
 - Engineers
 - Scientists
 - Planners
 - Finance
 - Public Relations
 - Operations
 - Field Staff



Cost Proposal

- Hourly Rate Schedule
- Cost Proposals for
 - Base Work (Project Management, Review Prior Work, CSO Permit Compliance, NMC Update, LTCP)
 - Individual Budgets for Best Practices

Selection Criteria

- Written Proposals
- Possible Interviews
- Ranking Categories
 - Project Understanding
 - Technical Approach
 - Qualifications
 - Project Team
 - Optional - Cost



Questions

