

A G E N D A

Business Opportunity Event – 2/26

Event

This event is being held to provide the consultant community with information about upcoming work and the opportunity to network with SPU staff and other consultants.

Agenda

Item	Presenter	Start Time	Minutes
1. Event Check-in and Networking		9:30	30
2. Welcome and Introductions	Michael Davis Linda De Boldt	10:00	5
3. SPU's Strategic Business Plan	Terry Martin	10:05	10
4. Project Presentations	Andrew Lee Ben Marre Fred Aigbe Frank McDonald	10:15	25
5. SPU's CADD Standards	Tim Reese	10:40	5
6. Construction Recycling and Waste Program	Gabriella Uhlar-Heffner	10:45	5
7. Community Advisory Committees	Sheryl Shapiro	10:50	5
8. Doing Business with SPU Consultant Contracting Process	Steve Johnson	10:55	5
9. WMBE Inclusion Plan Changes	Vicky Schiantarelli	11:00	6
10. General Q&A	Michael Davis Vicky Schiantarelli	11:05	10
11. Speed Networking Business to Business Business to City	Vicky Schiantarelli Kathy Peterson	11:15	50
12 Adjourment	Michael Davis	12:15	5
	Total		2.5 hours (150 minutes)

Phased Engineering Consulting Services for CSO Planning, Design and Construction in CSO Basins

General Information

Contract Manager

Ben Marré, 206-684-7597, ben.marre@seattle.gov

FTP Site w/ background information

ftp://ftp.seattle.gov/exchange/CSORetrofitProgram/
Login – seattle\ftp_cso
Password – Sheraton!

SPU CSO Program background information

http://www.seattle.gov/cso

Background

This work involves options analysis, design, and construction support services for retrofit and/or flow diversion (flow transfer) projects in 5 CSO (Combined Sewer Overflow) areas. In each of these basins the CSO LTCP (Long-Term Control Plan) has found that there is the potential to reduce or eliminate the need for a CSO storage tank by optimizing the performance of existing facilities and/or participating with King County in a regional project downstream. The options analysis phase of this work must be completed by December 2013 to align with the schedule for the CSO LTCP.



Project Scope

The CSO areas included in this project are (1) Duwamish (NPDES Basin 111), (2) Madison Park (NPDES Basins 24 and 25), (3) Magnolia (NPDES Basin 60), (4) Montlake (NPDES Basins 139 and 140), and (5) Henderson (NPDES Basin 49). The initial phase of work will be options analysis (preliminary engineering) which must be completed by December 2013. The options analysis phase scope of work will include the following tasks – existing conditions investigation, modeling file transfer, model updates (applies to all areas except Henderson), model development & calibration (applies only to the Henderson area), options analysis & preliminary engineering, and preliminary engineering report. Future phases of this work will support design and construction.

Contracting Opportunities

Schedule of Events	Target Date
RFP Release	March 2013
Pre-Proposal Conference and Site Visit	Late March 2013

General Information

Project Contact:
 Jeff Neuner
 Transfer Station/Landfill Business Area Manager
 Seattle Public Utilities
Jeff.neuner@seattle.gov
 206 684 7693

Background

This project is the last phase of the 2003 Solid Waste Facility Master Plan. The Master Plan was a sequenced strategy for renewal and development of Solid waste Facilities within the City of Seattle.

http://www.seattle.gov/util/Documents/Plans/SolidWastePlans/Solid_Waste_Facilities_Plan/index.htm

Current cost estimates for all scoped project elements range between \$35 and \$45 million between over the next six years for this project.

The project site is the current South Recycling and Disposal Station located at 8105 5th Avenue South.

<http://www.seattle.gov/util/MyServices/Garbage/DumpTransferStation/SouthStation/Directions/index.htm>

The recycling and disposal station is built on a portion of the South Park Landfill (operated from 1940's-1966).

The site is listed on the Washington State Model Toxics Control Act as a contaminated site. The landfill was closed in accordance with Board of Health Regulations and been extensively studied in the last 15 years.

Project Scope

Space programming/site layout for project elements, design, permitting, bid support and construction support for the following project elements:

- Landfill closure elements as defined in the Final Cleanup Action Report (scheduled for late 2013)
- Demolition of existing structures
- New recycling facility
- New reuse drop off and retail facility
- Replacement of the existing Household Hazardous Waste Facility
- Ancillary trailer parking for the South Transfer Station
- Site civil work including utilities and roadways
- Site landscaping
- Staff facilities
- Additional parking for staff vehicles and other SPU equipment

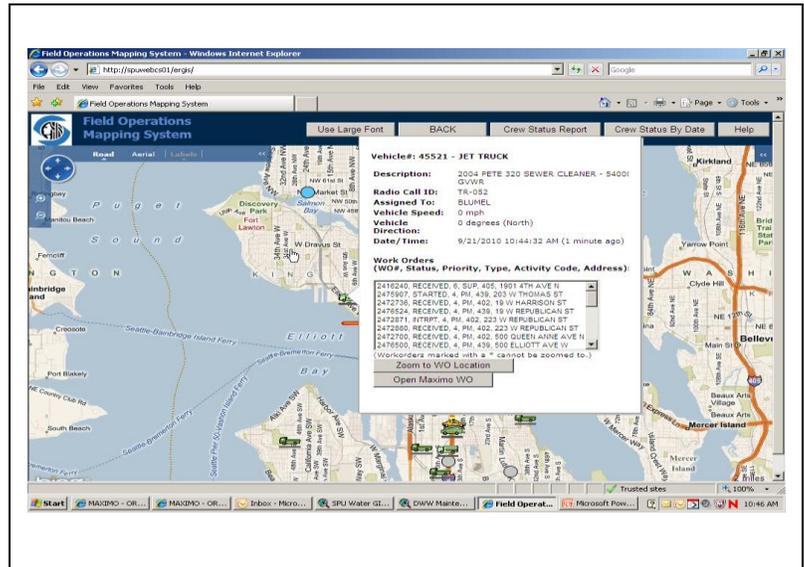
Contracting Opportunities

Schedule of Events	Target Date
RFQPA Release	Anticipated - first quarter 2014
Pre-Proposal Conference and Site Visit	Anticipated - first quarter 2014

General Information

Contract Manager:

Frank McDonald
Manager
Maintenance Planning & Scheduling
Field Operations & Maintenance Branch
2700 Airport Way South
206-386-1838
Franke.mcdonald@seattle.gov



Background

CMOM = Capacity Management Operation and Maintenance
CMOM is a structured approach to identify gaps and implement best practices for efficient operation and maintenance of sanitary sewer collection systems with an end goal to eliminate sanitary sewer overflows (SSO). Seattle has developed a 6-Year Roadmap to implement best practices identified through a gap analysis. This Phase 2 Contract will continue with initiatives identified for implementation in years 4 through 6 of the roadmap.

Project Scope

The type of work that the consultant will perform includes maintenance data analysis, facilitating meetings & workshops with SPU staff to perform business process review & refinement, maintenance & condition assessment strategy review or development, development of tools for data screening/filtering, development of tools for data driven semi-automated decisions, and facilitating the development of 6-year CIP forecasts, workload forecasts, and staffing & equipment levels to meet these forecasts. Deliverables will include Technical Memorandums, Excel based decision support tools, database query structures, and Business Case support material for executive level approval.

Contracting Opportunities

The selected consultant should have a strong background and understanding of drainage and wastewater system maintenance practices, asset management principles, and the data structure of a Computerized Maintenance Management System (Seattle utilizes Maximo software for this purpose). The contract scope of work will be structured to encourage the use of subconsultants who may not have the background and understanding as stated above but they would have expertise in areas that support sub-tasks within the proposed contract scope of work. Seattle encourages the partnering of consultants to provide a broad range of skills and knowledge.

Schedule of Events	Target Date
RFQPA Release	Anticipated 4/15/2013
Pre-Proposal Conference	Anticipated 4/25/2013

General Information

Project Support Division

- Land Survey Team: Gary Gervelis
- Technical Resources Team:
Dean Huber, Josh Jones & Tim Reese

The technical resources team supports the following:

- *Design & Record Drafting*
- *CADD Support Resources*
- *Engineering Records Center:*

Resources



CADD Drawing Requirements:

The following are some of SPU's requirements:

- ▶ Autodesk AutoCAD or AutoCAD Civil 3D 2012 format.
- ▶ Drawings must comply with SPU/SDOT CADD and presentation standards, available online.
- ▶ Coordination, review and compliance with CADD standards is consultant responsibility.
- ▶ CADD and PDF files must be submitted for electronic review at 30%, 60%, 90% design completion.
- ▶ Final CADD files, PDF's and Civil 3D data submitted at time of advertisement.

Consultant and Construction Contractor
SPU's Engineering web page provides an assortment of business resources for:

- ▶ CADD Resources
- ▶ Land Surveys
- ▶ Records Vault
- ▶ Standard Plans and Specifications
- ▶ Project Information

Visit this site:

<http://www.seattle.gov/util/Engineering/>

CADD Resources

The resources listed on this site are for CAD users in Seattle Public Utilities (SPU) and Seattle Department of Transportation (SDOT), as well as consultants who are working on projects for SPU or SDOT

Visit this site:

http://www.seattle.gov/util/Engineering/CAD_Resources



City of Seattle
Seattle Public Utilities

Have your say in a deeper way!

**We're recruiting now for diverse members to serve on one of
Seattle Public Utilities' Community Advisory Committees.**

- **Apply now or recommend someone to become a member!**
- **Make sure programs and services are serving all Seattle communities.**
- **Provide your opinion and analysis for the business.**
- **Review and help shape SPU's programs, policies and services.**
- **Learn more about your water, sewer, drainage and solid waste systems.**

Creeks, Drainage and Wastewater Advisory Committee (CDWAC) addresses topics such as: stormwater management, water quality, pollution prevention, creeks, wastewater systems

Solid Waste Advisory Committee (SWAC) addresses topics such as:
waste management systems policy: recycling, food/yard waste, collection contracts, transfer stations, garbage systems, waste prevention

Water System Advisory Committee (WSAC) addresses topics such as: drinking water system, water conservation, supply/demand, Cedar and Tolt Watersheds management (sources of our drinking water)

- **Applications accepted on a rolling basis.**
- **Commitment: Monthly meetings; two year term, with approval by the SPU Director.**

The Committees meet in the Seattle Municipal Tower, 700 Fifth Avenue (5th Avenue and Colombia). Parking passes, refreshments, and staff support are provided.

For additional information about each committee, please contact:
Sheryl Shapiro, Program Manager (206) 615-1443 sheryl.shapiro@seattle.gov.
Visit www.seattle.gov/util/cac for an application, current work items and meeting notes.

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Recycling Construction and Building Materials in Seattle

New measures are coming for Seattle customers to recycle more building materials. Look here for how you can recycle more and what requirements affect your jobs and properties.

What's changing?

Around 62% of construction and demolition (C&D) waste was recycled from Seattle projects in 2011 and another 3% was “beneficially used” as industrial boiler fuel. The Seattle City Council has adopted a **goal for recycling 70% of construction waste Citywide by 2020**. To reach this goal, Seattle Public Utilities will

- roll out landfill disposal bans on readily recyclable C&D materials,
- certify the recycling levels at recycling facilities which receive and process C&D materials from Seattle jobs, and
- require building permit holders for each new construction, remodeling and demolition to file a waste diversion report to show compliance with the disposal bans.

Who will be affected?

- Construction, Demolition and Remodeling Contractors
- Self-Haul Customers to Private and Public Transfer Stations
- Third Party Contracted Haulers
- Receiving and Processing Facilities
- Property Owners and Managers
- Building Permit applicants in Seattle

How will I be affected?

There are many companies in the business of recycling building materials, from mixed materials to “source-separated” materials sorted at the job. You can decide how much sorting makes sense on your jobs, so long as the “garbage” is kept separate from the recyclables!

Certain materials must be recycled and you will not be able to landfill them from jobs in Seattle.

Phased Landfill Disposal Bans 2012- 2016

Seattle Ordinance 124076 adopted in 2012 prohibits the disposal and requires recycling of the following materials from jobs that hold a Seattle Building Permit:

- Asphalt Paving, Bricks and Concrete (as of January, 2012)
- Metal (as of January, 2014)
- Cardboard (as of January, 2014)
- Carpet (as of January, 2014)
- Plastic Film Wrap (as of January, 2014)

- New Construction Gypsum Scrap (as of January, 2014)
- Clean Wood (as of January, 2015)
- Tear-Off Asphalt Shingles (as of January, 2015)

Are there exceptions to the landfill bans?

Yes, there are some exceptions. The disposal bans do not include materials that are

- painted,
- have hazardous constituents,
- are difficult to separate from others (such as wood or styrofoam adhering to concrete), or
- are present in very small quantities

Will I get a ticket for disposing of banned building materials?

Not during the first year these bans are effective. After that, SPU has authority to issue fines.

What does “Facility Certification” mean?

SPU is developing a program to certify the recycling activities at facilities where you can bring construction, remodeling, and demolition materials for recycling. SPU will post the list of certified facilities on the SPU website by **January 2014**. Contractors and haulers who deliver C&D materials to these facilities will be considered to be in compliance with the City recycling requirements and disposal bans.

Do I have to use the SPU-Certified Facilities?

No, you may use facilities of your choice. However, for jobs with a Seattle building permit you will be required to show us how you have complied with the recycling requirements and landfill bans. You can show compliance either by

1. Using SPU-Certified facilities, or
2. Providing weight slips and other documentation indicating where you have recycled and not landfilled targeted building materials.

What do I have to report?

New Waste Diversion Reporting will start for all applicants for Seattle building permits. Starting **January 1, 2014**, all new construction, remodeling and demolition projects that receive a DPD building will need to submit an electronic Waste Diversion Report to DPD within 60 days of Final Inspection. This Report is meant to be simple for you to provide, and fairly short. The Waste Diversion Report documents how many tons and where all materials were delivered for reuse (on or off site), recycling, beneficial use and disposal. Choosing certified processing facilities will be your easiest path to show compliance with the City’s disposal bans.

SPU will conduct periodic audits of Waste Diversion reports to assure they have been submitted and for accuracy. We may assess civil penalties beginning **January 1, 2015** if reports are not submitted or if materials required to be recycled get disposed in a landfill.

For more information please go to www.seattle.gov/util/CDWasteManagement, or contact SPU staff Gabriella Uhlar-Heffner at 386-9772, Shirli Axelrod at 684-7804.

Questions?

Steven Johnson, Manager
Grants & Contracts Section
(206) 733-9155
steven.johnson@seattle.gov

Vicky Schiantarelli
Strategic Advisor
WMBE Coordination
(206) 684-7821
Vicky.schiantarelli@seattle.gov

Resource Links

For information on all business registration opportunities, follow this link:

www.seattle.gov/html/business/contracting.htm

[Business Registration](#)

City staff and business tool for locating consultants.

[Consultant Roster](#)

Used to procure consultants for work under \$260K.

[Consultant Opportunities](#)

Current solicitations and other information.

[Consultant Connection](#)

Subscribe to news feeds related to consulting for the City..

..Consultant Contracting ...

Things you should know about ... Doing Business with SPU

SPU issues contracts for consultant services to help us deliver the products and services that the utility provides. Consultant services are procured using the City's policies and procedures. These processes help the City and SPU ensure that contracts are issued consistently as well as in an ethical and fair manner.

Procurement Processes

The City use one of the following processes to procure consultant services.

Direct Selection

Direct selection is used when the total value of the work is less than \$44,000.

Consultant Roster

The City's Consultant Roster may be used when the value of work is less than \$260,000, an appropriate roster category exists and a suitable consultant is available for use.

Full Solicitation

RFPs and RFQs are used when the value of work is \$44,000 or more and the Consultant Roster is not used.

Contract Requirements

Equal Benefits: Contracts larger than \$44K require that domestic partner benefits be provided to employees.

Inclusion Plans: The City is committed to doing business with women and minority-owned firms. Some contracts will require WMBE Inclusion Plans and sub-consultant payment reports. This Plan becomes a material part of the contract.

Contract Structures

Discrete Work

Contracts where a discrete scope of work and deliverables have been defined, where no subsequent work is planned.

Phased Work

Contracts that require that an initial scope of work be completed before subsequent work can be defined.

On-Call Work

On-call contracts are used when the nature of the work can't be defined well enough for a discrete or phased contract structure, and for certain limited work (e.g., small projects).

Where can you find out about opportunities?

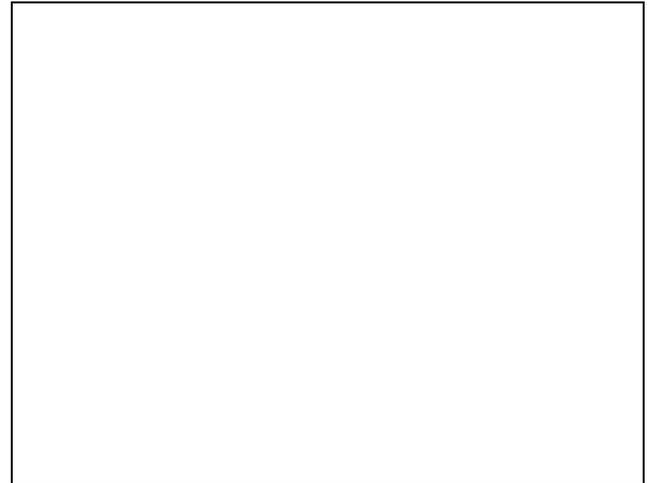
SPU and other departments solicit proposers using the Daily Journal of Commerce and the City's Consultant Opportunities site. Subscribe to news feeds at:

<http://consultants.seattle.gov/>

General Information

Insert Contract Manager Contact information, website, etc.

Claire Gibson
claire.gibson@seattle.gov
206-684-5914



Background

SPU Geotechnical Engineering is a group of 3 geotechnical engineers and 3 geologist who perform geotechnical services for City of Seattle departments including SPU, SDOT, SCL, and Parks. Due to the small size of the group, there are times when consultant assistance is required to fill in technical expertise gaps on projects, perform peer reviews of engineering services, or to meet project schedule requirements. This On-Call contract is utilized to help SPU Geotechnical Engineering meet our project goals and provide excellent service to internal City clients.

Project Scope

The Consultant's scope of work shall entail supporting SPU Geotechnical Engineering with specific tasks on an as-needed On-Services basis:

Task 1: Geotechnical Field Investigations, Laboratory Testing and Data Reduction –

Individual Work Assignments will be prepared, under this SPU On-Call Consulting contract, on an as needed basis to coordinate and perform subsurface explorations and soil testing at project sites. Nature and locations of explorations will be coordinated with SPU Geotechnical Engineering. Field exploration types may include soil borings, cone penetration tests, rock core, sonic core, well installations, hand borings, and/or test pits. Field testing may include standard penetration tests, slug tests, and/or pilot infiltration tests. Consultant shall coordinate with exploration contractor, verify that the exploration locations will not cause damage to underground utilities, obtain necessary permits, collect samples taken during the exploration process, classify soil, and verify that the exploration contractor restores the site to an acceptable condition. If wells are installed, Consultant shall develop the well and take groundwater readings at specified intervals. Consultant shall arrange for proper disposal of drilling spoils and purge water.

Field explorations may occur within the City of Seattle, City-owned watersheds, or other properties owned by the City such as dams, power rights-of-way and sub-stations.

Consultant shall order laboratory testing on soil samples to characterize index properties and engineering properties of the soil as needed for individual projects.

Geotechnical Engineering On-Call Services

Project Scope

Consultant shall provide interpretation of the subsurface conditions in context of the project needs. Consultant shall utilize specialized computer applications that are compatible with SPU Geotechnical Engineering applications to reduce data collected during field investigations, laboratory testing and field monitoring (MS Excel, gINT, Slope/W).

Deliverables and Schedules will be identified per signed SPU Work Assignment.

Task 2: Geotechnical and Hydrogeologic Analyses and Consultation –

Individual Work Assignments will be prepared on an as needed basis to perform geotechnical engineering, hydrogeology analyses, and related consultations and studies. Services under this Task shall include but not be limited to:

- Gathering existing information,
- Attending meetings,
- Performing technical evaluations and analysis,
- Providing professional opinion on nature of subsurface conditions,
- Providing geotechnical and hydrogeologic recommendations necessary for the individual projects,
- Providing professional opinion on construction cost and risk related to geotechnical and hydrogeologic project elements,
- Providing professional opinion on groundwater regime in the project area, and
- Documenting conclusions and recommendations in a report or memorandum.

Deliverables and Schedules will be identified per signed SPU Work Assignment.

Task 3: Geotechnical Engineering Construction Observation and Inspection Services –

Individual Work Assignments will be prepared on an as needed basis to perform Geotechnical Engineering observation and special inspections during construction.

Deliverables and Schedules will be identified per signed SPU Work Assignment.

Contracting Opportunities

Schedule of Events	Target Date
RFQPA Release	Anticipated 3/8/2013
Pre-Proposal Conference and Site Visit	N/A

SPU's Most Frequently Used Consultant Roster Categories

CAT Nbr	Annual Average (millions)*	NAIC	Category Title	Category Scope
24	\$ 14.0	541330	Drainage Design (Small Businesses Only)	<p>**SMALL BUSINESSES ONLY**</p> <p>Drainage studies and planning, data collection, analysis, evaluation, monitoring, modeling, recommendations, design, plans, specifications and cost estimates, plan review, permitting, reports, construction management, administration and inspection, and expert witness services -- related to, but not limited to, Combined Sewer Overflow facilities, detention facilities, water quality facilities, outfalls, creeks, pipelines, landslides, street design / restoration, policies and regulation</p>
31	\$ 14.0	541620	Environmental Assessment (Small Businesses Only)	<p>**SMALL BUSINESSES ONLY**</p> <p>Environmental Assessments, Phases I and II and expert advice on Phase III, NEPA / SEPA statements and evaluations, compliance consulting and auditing, media assessments (air, water, sediment, etc. evaluations), and expert witness</p>
34	\$ 14.0	541620	Environmental Services - Natural Resources (Small Businesses Only)	<p>**SMALL BUSINESSES ONLY**</p> <p>Environmental studies, analyses, assessment, evaluation, enhancement, design and permitting for fisheries and wildlife field sampling, policy consulting, environmental impact, Habitat Conservation Plans (HCP), Endangered Species Act (ESA) assessments, reports, plan review, construction administration and inspection, wetlands delineation, surface water quality, and expert witness</p>
43	\$ 14.0	541330	Hydraulic Engineering	<p>*Open to Any Size Business</p> <p>Hydraulic studies, analysis, evaluation, monitoring, recommendations, design, plans, specifications and estimates, plan review, permitting, reports, construction administration and inspection, and expert witness</p>
13	\$ 25.5	541511	Information Technology - Computer Systems and Internet Analysis/ Programming (Small Businesses Only)	<p>**SMALL BUSINESSES ONLY**</p> <p>Computer systems feasibility and requirements analysis, design, development, documentation, testing and implementation, computer programming, and RFP development including internet applications</p>
48	\$ 14.0	541370	Land Survey (Small Businesses Only)	<p>**SMALL BUSINESSES ONLY**</p> <p>Land survey computing, field boundary staking, street monumentation and right-of-way, topographic and construction surveying, staking, monitoring, mapping, CAD and CADD, and expert witness</p>
49	\$ 14.0	541611	Management Services (Small Businesses Only)	<p>**SMALL BUSINESSES ONLY**</p> <p>Management / organizational studies / strategic business planning / process redesign and analysis, evaluation, monitoring, assessments, recommendations, development, planning, review, facilitation, reports, and expert witness</p>

57	\$ 14.0	541611	Project Management (Small Businesses Only)	**SMALL BUSINESSES ONLY** Project management studies, process redesign and analysis, evaluation, monitoring, recommendations, scheduling, training, tracking, plan review, permitting, reports, and expert witness
58	\$ 14.0	541820	Public Information and Public Relations (Small Businesses Only)	**SMALL BUSINESSES ONLY** Public information and public relations: studies, analysis, research, outreach, surveys, evaluation, monitoring, recommendations, and review. Advertising services, promotion development and design; radio production; direct marketing planning and design; media placement and buying; identity development, fund raising strategy and management; and expert witness
62	\$ 14.0	541620	Recycling and Sustainability (Small Businesses Only)	**SMALL BUSINESSES ONLY** Recycling and sustainability studies, data collection, planning, analysis, evaluation, monitoring, recommendations, building commissioning, sustainable building planning and design, review, permitting, reports, promotion, training, marketing, and expert witness
65	\$ 14.0	541330	Sewer Design	*Open to Any Size Business Sewer design studies and planning, FOG studies, data collection, analysis, evaluation, monitoring, modeling, recommendations, design, plans, specifications and cost estimates, plan review, permitting, reports, construction management, administration and inspection, and expert witness services --related to, but not limited to, Combined Sewer Overflow facilities, pump stations, street design / restoration, policies and regulation
79	\$ 14.0	541330	Water Quality Protection	*Open to Any Size Business Water quality protection studies, analysis, evaluation, monitoring, recommendations, design, plans, specifications and estimates, plan review, permitting, reports, and expert witness
80	\$ 14.0	541330	Water Systems Engineering	*Open to Any Size Business Water systems engineering, hydraulic and hydrological studies, analysis, evaluation, monitoring, recommendations, load ratings, design, plans, specifications and estimates, plan review, permitting, reports, construction administration and inspection, and expert witness

* To qualify as a small business, the firm's annual gross revenues (averaged over last 3 years) cannot exceed this amount.

The categories EJSE will start WMBE outreach are:

1. **Engineering** – NAICS 541330 & Surveying – NAICS 541370 (July 2012)
2. **Management Consulting Services** – NAICS 541611 (August 2012)
3. **IT** – NAICS 541511 (October 2012)
4. Communications – NAICS 541820 (November 2012)