

CAMROSA WATER DISTRICT

REQUEST FOR PROPOSALS FOR DESIGN SERVICES FOR CAMROSA'S (1) PUMP STATION NO. 2 EMERGENCY STANDBY GENERATOR AND DIESEL FUEL TANK AND (2) WATER RECLAMATION FACILITY DIESEL FUEL TANK REPLACEMENT



January 9, 2020

Please submit letter proposal by February 13, 2020, by 4:00 PM to:

Camrosa Water District
Mr. Terry Curson, District Engineer
7385 Santa Rosa Road
Camarillo, CA 93012

Please mark outside of envelopes – “Design Services for Pump Station No. 2 Emergency Standby Generator and Diesel Fuel Tank and Water Reclamation Facility Diesel Fuel Tank Replacement.”

CAMROSA WATER DISTRICT - SCOPE FOR PROFESSIONAL DESIGN SERVICES

Background & Overview

The proposed project consists of design services for a new emergency generator and fuel tank at the District's Pump Station No. 2 along with the design for a new larger diesel fuel tank at Camrosa's Wastewater Reclamation Facility. Sizing of the generator will be large enough to accommodate the maximum load of the pump station and fuel tank sizing and will be based on an approximate one-week supply. It is expected that the District will pre-purchase the generator and separate (stand-alone) fuel tank from a prequalified vendor.

Pump Station 2

Pump Station No. 2 (see attached pictures) is located near the intersection of Moorpark Road and Santa Rosa Road, in the City of Thousand Oaks and sits between a paved Edison access road and steep canyon. The pump station is located outdoors within a small enclosed area secured by a chain link fence. The pump station takes water from the District's Reservoir 3B (Zone 3) and pumps to Reservoir 4B (Zone 4B). There are two forty horsepower pumps and various other ancillary equipment within the pump station. It is assumed that additional property will be needed to accommodate the generator and fuel tank.

Camrosa Wastewater Reclamation Facility

The existing 500-gallon diesel fuel tank supplies a 400-kw emergency standby generator that serves Camrosa's wastewater reclamation facility during power loss to the plant. In addition, this tank functions as a fueling station for several pieces of diesel equipment. The existing tank is undersized, and a larger diesel fuel tank is needed. In addition, and if practical, the District would like to explore keeping the existing tank as a sole equipment fueling station or utilize the new tank as a fueling station. The existing tank is located outside of a block building (see attached pictures) that houses the generator. The new fuel tank is expected to be located adjacent, near, or in place of the existing fuel tank.

The District is seeking engineering consulting services to design these facilities and assist District staff with obtaining the necessary, easements, equipment procurement, and Ventura County Air Pollution and Fire Department Permits.

Design Services for Pump Station No. 2 Emergency Standby Generator and Diesel Fuel Tank and Water Reclamation Facility Diesel Fuel Tank Replacement

The below listed scope defines work needed to design, permit, and pre-purchase the necessary equipment at both sites. Below is a general overview of expected design tasks required by the Consultant. Additional items the Consultant feels necessary should be included in their proposal listed as "Additional Task." It is the Consultant's understanding that the below scope may or may not apply to both sites.

1. Request and Review all existing pertinent drawings, reports, and data;
2. Kick-off meeting and site visits (1), and progress meetings (1);
3. Existing utility research;
4. Provide surveying services (if necessary);
5. Obtain all necessary property documentation, title reports and legal descriptions
6. Provide geotechnical services (if necessary);
7. Develop a basic (letter style) design memorandum that discusses and evaluates:
 - Identifies existing infrastructure
 - General description of proposed work, including generator and tank sizing.
 - Needed sub-consultant work tasks
 - Existing power service and proposed changes
 - Basic layout exhibit options - min. 2 options at each site showing different layout objectives and various improvements identified in the Detailed Project Scope.
 - Engineer's preliminary budget estimate

8. Provide detailed plans in accordance with the most feasible option on District's standard size plan sheets using AutoCAD Map 3D 2015 or back compatible versions and reference to the District's standard plates. Plans shall include all above and below ground improvements and will be submitted at 50-percent, 90-percent, and 100-percent for review and comments;
9. Provide technical specifications and bidding documents in "Word" format at 90% and 100%;
10. Provide Ventura County Air Pollution Control District Application for Generator
11. Provide Ventura County Fire Department Application and exhibits for Fuel Tanks
12. Assist the District in providing the necessary technical information to allow the District to pre-purchase the generator and two fuel tanks from a single vendor
13. Provide detailed Engineer's Cost Estimate at 90% and 100% design submittal.
14. Incorporate District comments and/or changes related to design review.

Detailed Project Scope (Pump Station No. 2):

- New Emergency Standby Generator;
 - Pre-purchased generator, size TBD
 - Automatic Transfer Switch (ASCO 7000, 18B, 18G, 31Z, 44G, 125A, 150A)
 - Concrete slab and anchor bolts
 - Grounding requirements
 - In-slab fuel lines & fittings/with fiberglass grating
 - Conduits & conductors installation including PLC wiring
 - Complete application for VC Air Pollution Control District Permit
 - Site Grading
 - Bollards (if needed)
- Property Acquisition
 - Surveying (if necessary)
 - Legal description
 - Title Report (if necessary)
 - Appraisal Report
 - Easements
- Diesel Fuel Tank
 - Pre-purchased fuel tank, size TBD
 - Concrete slab and anchor bolts
 - In-slab fuel lines & fittings/with fiberglass grating
 - Grounding requirements
 - Alarm Panel Box conduits, conductors, and mounting
 - Fuel tank conduits & conductors, including PLC wiring
 - Complete application for Ventura County Fire Protection District Permit
- Site Work
 - Grading, over-excavation & compaction
 - Retaining Walls, if necessary
 - Drainage
 - Fencing
 - Asphalt repair/patching

Detailed Project Scope (Wastewater Reclamation Facility Fuel Tank):

- Diesel Fuel Tank
 - Pre-purchased fuel tank, size TBD
 - Concrete slab and anchor bolts
 - In-slab/underground fuel lines & fittings/with fiberglass grating within slab
 - Grounding requirements
 - Alarm Panel Box conduits, conductors, and mounting
 - Fuel tank conduits & conductors, including PLC wiring
 - Day tank, if necessary
 - Connection details to existing generator
 - Ancillary equipment to allow new tank to fuel various on-site equipment, i.e. forklift, loader, backhoe.
 - Complete application for Ventura County Fire Protection District Permit
- Removal of existing fuel tank (if necessary)
 - Removal of existing fuel tank, piping to generator & appurtenances, as needed.

Deliverables:

Consultant shall provide a letter proposal outlining and detailing the above scope of work. Consultant shall list additional tasks as necessary. The proposal should include:

1. General approach to the project
2. Breakdown of costs by tasks and hours, including sub-consultants.
3. Design Memorandum schedule
4. Full Design schedule
5. General and specific experience in this type of work
6. Additional items consultant feels may be necessary or convenient, with explanation

Consultant Selection:

Consultant services will be based on the qualifications and approach submitted for the required project.

The District will negotiate and finalize the scope and fee proposal for the Project with the selected Consultant. If the District is unable to come to an agreement with the Consultant on the terms and conditions or the fee proposal, the District reserves the right to negotiate with the next most qualified Consultant.

Proposals need to be submitted no later than **February 13, 2020 by 4:00 PM** to be considered.

For questions, please contact Mr. Terry Curson, District Engineer at (805) 482-8063 or

TerryC@camrosa.com

Attachments:

- Pictures – Pump Station No. 2
- Pictures – CWRF Generator/Fuel Tank
- Camrosa Standard Consultant Agreement & Insurance Requirements

PUMP STATION NO. 2







CRWF - GENERATOR/FUEL TANK







