Phase I - North Complex Hazeltine Pump Station and Complex EI&C Project

1.0 Introduction

Denver Water (Owner) is seeking Design Assist Contractor Services including cost estimating, constructability analysis, value engineering opportunities, sequencing and scheduling, and design input based on technical expertise for Phase I of the North Complex Hazeltine Pump Station and Complex EI&C Project.

Proposing on and/or providing Design Assist Contractor Services does not disqualify a contractor from bidding on the future construction contract(s) for this project.

2.0 Project Background

Hazeltine Reservoir is located southwest of the intersection of 120th Avenue and Brighton Road in Henderson, Colorado. Hazeltine is part of a collection of reservoirs that make up Denver Water’s North Complex, all of which were previously mined for aggregate along the South Platte River. The five reservoirs included in the North Complex are Howe-Haller A Reservoir, Howe-Haller B Reservoir, Hazeltine Reservoir, Dunes Reservoir, and Tanabe Reservoir. The North Complex is one of three complexes that make up Denver Water’s Downstream Reservoir Water Storage Program which allows the organization to perform downstream water exchanges in the South Platte River to strategically maximize high elevation raw water storage.

The North Complex currently consists of the five reservoirs previously listed, 13 concrete water conveyance structures, 3 pipeline access vaults, 8 above grade buildings, over 13,000 feet of pipelines, and 24 large diameter valves. The complex is currently partially operational by gravity. Construction and commissioning of the Hazeltine Pump Station and final development of the complex-wide electrical, instrumentation, and control (EI&C) will enable full operation of the North Complex.

3.0 Project Description

The Hazeltine Pump Station will be in the northeast corner of Hazeltine Reservoir and will pump water out of the reservoir into the existing concrete outlet structure in the same area that connects to a box culvert crossing under 120th Parkway to the South Platte River. It will also pump water out of Hazeltine Reservoir into the existing tee on the North Fulton Pipeline to fill Dunes and Tanabe Reservoirs above their maximum gravity fill elevations.

The Hazeltine Pump Station is currently envisioned to consist of the following components:

- Concrete intake structure on reservoir floor with steel trash rack.
- Reinforced concrete pipe intake pipeline.
- Approximately 65-foot-deep by 60-foot-wide by 40-foot-long concrete wet well to house 4 to 6 vertical turbine pumps (220 cubic feet per second of cumulative pumping capacity)
- Enclosed pump gallery above the wet well.
- 60-inch steel discharge header pipe that connects to both the existing complex outlet structure and the existing 42-inch tee in the Hazeltine bypass pipeline.
- Enclosed at grade electrical room adjacent to pump gallery to house motor controllers, variable frequency drives (if needed), control panels, and other miscellaneous pump station electrical components. Electrical transformers will be exposed on a slab adjacent to the enclosed electrical room.
- Basic building structural system and roofing system to enclose the pump gallery and electrical room.
- H2S monitoring and mitigation system for wet well, pump station and electrical room.
- Raw water washdown system, floor drains, and building heating, ventilating, and air conditioning (HVAC).
The North Complex Hazeltine Pump Station and Complex EI&C Project will be completed in three construction phases:

- **Phase I: Hazeltine Heavy Civil (Focus of this RFP)**
  - Scope:
    - Hazeltine Pump Station intake structure, intake pipeline, wet well and enclosed pump station, enclosed electrical room, large diameter yard piping, earthwork, site grading, and landscaping.
  - Anticipated schedule:
    - Design: August 2022 to September 2023
    - Bidding and award: October to December 2023
    - Material procurement and construction: January to August 2024

- **Phase II: North Complex EI&C**
  - Scope:
    - Complex wide power distribution, supervisory control and data acquisition (SCADA), lightning protection, interior and exterior pump station and area lighting, security systems, unit heaters and ventilation for all structures, electric actuators for existing valves, electrically operated vehicle access gates, reservoir level measurement systems, and water quality measurement systems.
  - Anticipated schedule:
    - Design: July 2022 to September 2023
    - Bidding and award: October to December 2023
    - Material procurement, construction, and commissioning: January 2024 to April 2026

- **Phase III: Pump Station Mechanical and Electrical**
  - Scope:
    - Vertical turbine pumps and motors, station piping and valves, overhead crane, building HVAC, station transformers, motor control centers, variable frequency drives, power, and lighting instrumentation and controls (I&C).
  - Anticipated schedule:
    - Design: October 2023 to July 2024
    - Bidding and award: August to September 2024
    - Material procurement, construction, and commissioning: October 2024 to March 2026

This Request for Proposals is for the Design Assist Contractor support services tied to Phase I of the above overall project.

Significant collaboration is required between the Owner’s stakeholders, Owner’s internal design team, Consultant’s design team, and the Design Assist Contractor. Multidisciplinary coordination meetings will be held at a regular frequency as specified in the Detailed Scope of Services in section of this RFP.
4.0 Project Assumptions

The following assumptions were made in the development of this Scope of Work:

- This Project will be developed, coordinated, and stored in Denver Water’s ProjectWise data source. Project-related deliverables will be distributed collaboratively through ProjectWise, and all working and final copies of documentation will be versioned and archived within ProjectWise. The Contractor must establish a valid user-based license agreement with Bentley Systems prior to receiving access to Denver Water’s ProjectWise data source. The Contractor should email denverwater@bentley.com to obtain the ProjectWise license(s). A brief overview, security access, and training will be provided on how to use and navigate Denver Water’s ProjectWise datasource during the Pre-Proposal Meeting.
- The Design will proceed to 30%, where major decisions and design criteria will be set. The 30% level will be a major design gate for the project and will meet the requirements of the Owner’s Capital Projects Procedures Manual (CPPM) at a minimum.
- The project execution shall follow the Owner’s CPPM located online at: https://www.denverwater.org/contractors/construction-information/design-standards/capital-projects-procedures-manual.
- Construction Contract General Conditions, Contract Agreement, Bid Forms, etc., will be provided by the Owner via the Capital Projects Construction Standards (CPCS) located online at: https://www.denverwater.org/contractors/construction-information/design-standards/capital-projects-construction-standards.
- The site is free of any sensitive cultural resources that require environmental clearance or other required permitting at the local, state, or federal level.
- The Owner will compile documents for bid packages and other submittals.
- The Owner will update the Project Work Plan to reflect Contractor Input.

5.0 Contractor Objectives

The following specific contractor objectives have been identified:

- Provide AACE construction cost estimating.
- Identify value engineering opportunities.
- Provide input and feedback on work scheduling and equipment procurement timelines/strategies.
- Provide design input based on technical expertise.
- Provide constructability feedback.

6.0 Project Schedule

The Owner may elect to follow the proposals with a formal questionnaire and/or interview to assist with the proposal evaluation. Final selection of a Contractor will be based upon the selection criteria detailed in section 12.

The anticipated Project Schedule for Phase I: Hazeltine Heavy Civil is summarized as follows:

- May 6th, 2022 Request for Proposals issued to Contractors
- May 19, 2022 Mandatory Pre-Proposal Meeting
- June 7, 2022 Final Written Questions Due
- June 16, 2022 Proposals Due
- June 28, 2022 Contractor Interviews (if required)
- July 13, 2022 Selected Contractor Recommendation to the Board (if required)
- July 28, 2022 Anticipated Notice to Proceed Issued to Selected Contractor
- Oct 6, 2022 Final Basis of Design Report Completion
- Oct 27, 2022 30% Project Design Completion
- Feb 2, 2023 60% Project Design Completion
7.0 Contractor Qualifications

The Contractor shall have a minimum of 10 years’ experience working on projects in the Rocky Mountain Region of similar scope and size as this project.

8.0 Owner Responsibility

The Owner will provide to the Contractor available relevant information to aid in the design review process. This includes but is not limited to:

- Previous studies
- Project objectives
- Basis of design report
- Review documents within agreed upon schedules
- Surveys including design surveys and as-built elevations
- As-built detailed drawings if necessary or requested

9.0 Contractor Scope of Services

The Contractor Scope of Services shall be as follows:

- Attend project kickoff workshop (3 hours)
- Attend design team meetings for the duration of Phase 1 of the project (2 per month, 1 hour each)
- Provide Preliminary Basis of Design Review Comments
- Provide 30% Design Review Comments
- Provide 30% Opinion of Probable Cost Report and Projected Construction Schedule
- Attend 30% Project Gate Review Meeting
- Provide 60% Design Review Comments
- Provide 60% Opinion of Probable Cost Report and Projected Construction Schedule
- Attend 60% Project Gate Review Meeting
- Provide 90% Design Review Comments
- Provide 90% Opinion of Probable Cost Report and Projected Construction Schedule
- Attend 90% Project Gate Review Meeting

10.0 Detailed Scope of Services

Task 1 – Project Management and Administration

Project Management and Administration includes the following activities:

- Project Controls and Reporting
- Project Workshops
- Project Meetings
- Project Gate Review Meetings (30%, 60%, and 90%)
Task 1.1: Project Controls and Reporting

Prepare and submit monthly invoices in an Owner approved format. Invoices shall be broken down by task, Prime Contractor, and Subcontractors (if necessary) and include the following:

- Total contract amount
- Cost loaded schedule/work breakdown structure detailing time allocation
- Detailed charges for the current invoice period
- Total charges to date
- Previous billings
- Outstanding balance
- Current amount remaining
- Total amount due

The Contractor shall be responsible for the management of the Contractor and the Subcontractor Project Team’s overall project controls, actively coordinating with the Owner’s Project Manager to manage the following:

- Project costs
- Project schedule
- Document control

Prepare and submit brief monthly project status reports along with the monthly invoices. The reports shall include the following:

- A summary of services completed since the previous report
- The current project schedule and budget status
- Project issues and potential change logs
- Milestones and/or deliverables scheduled in the coming month

This task also includes periodic project review by the Contractor’s management to ensure the Project meets the Owner’s critical success factors, is on schedule, and is within budget.

Deliverables:

- Monthly invoices
- Monthly project status reports

Task 1.2: Project Workshops

Workshops are to confirm Project Team understanding and obtain input from team stakeholders. Workshops shall include the following:

- Kickoff workshop (3 hours)
- 30% Design Review Workshop (2 hours)
- 60% Design Review Workshop (2 hours)
- 90% Design Review Workshop (2 hours)

Deliverables:

- Kickoff Workshop notes and action items
- Notes and action items from each Workshop

Task 1.3: Project Meetings

Project meetings include the key Project Team stakeholders and others as needed for the relevant topics.

- Discuss ongoing issues and conflict resolution
Owner and Contractor Management review meetings
Design Team meetings (2 per month, 1 hour each)

**Deliverables:**
- Notes and action items from workshops
- Notes and action items from meetings

**Task 2 – 30% Design Review**

The 30% Design Review Task includes the following activities:

- Provide 30% Design Review Comments
- Provide 30% Opinion of Probable Cost Report and Projected Construction Schedule

**Task 2.1: Provide 30% Design Review Comments**

Review the 30% Design Drawings and 30% Design Specifications and provide the following:

- Value Engineering Opportunities
- Constructability feedback
- Input and feedback on work scheduling and equipment procurement timelines
- Input based on technical expertise including but not limited to staging, required vehicle access, laydown areas, excavation requirements, site construction challenges, etc.
- Design contradictions and omissions

**Deliverables:**
- Participation in Bluebeam Studio Review Session to insert comments directly on shared electronic design documents
- Summary report of major comments and feedback

**Task 2.2: Provide 30% Opinion of Probable Cost Report**

Complete an AACE Class 3 cost estimate and Projected Construction Schedule for the Phase 1 work based on the 30% design documents.

**Deliverables:**
- 30% Opinion of Probable Cost Report and Projected Construction Schedule

**Task 3 – 60% Design Review**

The 60% Design Review Task includes the following activities:

- Provide 60% Design Review Comments
- Provide 60% Opinion of Probable Cost Report

**Task 3.1: Provide 60% Design Review Comments**

Review the 60% Design Drawings and 60% Design Specifications and provide the following:

- Value Engineering Opportunities
- Constructability feedback
- Input and feedback on work scheduling and equipment procurement timelines
- Input based on technical expertise including but not limited to staging, required vehicle access, laydown areas, excavation requirements, site construction challenges, etc.
- Design contradictions and omissions

**Deliverables:**
- Participation in Bluebeam Studio Review Session to insert comments directly on shared electronic design documents
- Summary memorandum of major comments and feedback
Task 3.2: Provide 60% Opinion of Probable Cost Report
Update the AACE Class 3 cost estimate and Projected Construction Schedule for the Phase 1 work based on the 60% design documents.

**Deliverables:**
- 60% Opinion of Probable Cost Report and Projected Construction Schedule

**Task 4 – 90% Design Review**

The 90% Design Review Task includes the following activities:

- Provide 90% Design Review Comments
- Provide 90% Opinion of Probable Cost Report and Projected Construction Schedule

**Task 4.1: Provide 90% Design Review Comments**

Review the 90% Design Drawings and 90% Design Specifications and provide the following:

- Value Engineering Opportunities
- Constructability feedback
- Input and feedback on work scheduling and equipment procurement timelines
- Input based on technical expertise including but not limited to staging, required vehicle access, laydown areas, excavation requirements, site construction challenges, etc.
- Design contradictions and omissions

**Deliverables:**
- Participation in Bluebeam Studio Review Session to insert comments directly on shared electronic design documents
- Summary memorandum of major comments and feedback

**Task 4.2: Provide 90% Opinion of Probable Cost Report**

Update the AACE Class 2 cost estimate and Projected Construction Schedule for the Phase 1 work based on the 90% design documents.

**Deliverables:**
- 90% Opinion of Probable Cost Report and Projected Construction Schedule
11.0 Proposal Requirements

The proposal shall outline the Contractor's Scope of Services, which shall include, at a minimum, the criteria set forth within this Request for Proposals and the Contractor's approach to administer and complete the project. A detailed project approach assists the Owner in understanding the Contractor's comprehension of the project and the opportunities and constraints that a project of this complexity may contain. At a minimum, the Proposal shall include the following:

- A cover letter.
- The project approach, including any unique solutions and clearly identifying assumptions.
- Tailored 2-page resumes, with a focus on key personnel's experience on projects similar in nature and complexity to this Project, shall be provided for key personnel shown within the project organization chart. Key personnel proposed for the project shall remain available for the entirety of the project. A change of project personnel will only be permitted in extreme circumstances and Contractor may be subject to a monetary penalty.
- A manpower labor estimate (also known as a work breakdown structure) by labor type/hours for the below listed major project phases and tasks provided under Section 10.0 Detailed Scope of Services. Corresponding hourly rates shall be included. An 11-inch by 17-inch format for the work breakdown structure is acceptable.
  
  o Task 1: Project Management and Administration
    ▪ Task 1.1: General Project Management
    ▪ Task 1.2: Project Controls and Reporting
    ▪ Task 1.3: Project Workshops
    ▪ Task 1.4: Project Meetings
  
  o Task 2: 30% Design Review
    ▪ Task 2.1: Provide 30% Design Review Comments
    ▪ Task 2.2: Provide 30% Opinion of Probable Cost Report
  
  o Task 3: 60% Design Review
    ▪ Task 3.1: Provide 60% Design Review Comments
    ▪ Task 3.2: Provide 60% Opinion of Probable Cost Report
  
  o Task 4: 90% Design Review
    ▪ Task 4.1: Provide 90% Design Review Comments
    ▪ Task 4.2: Provide 90% Opinion of Probable Cost Report

- A detailed schedule tied to the project approach and with any deviations from the Project Schedule included herein clearly identified.
- A written statement regarding the Contractor's eligibility to perform the work without any conflict(s) of interest.
- Provide a list of projects comparable to this Project with which have been completed by the prospective Contractor. Include the Project Team members roles and responsibilities for each comparable project. Provide project owner's name, address, telephone number and contact name for each project.
- Proposals shall be limited to 15 pages not including resumes (a double-sided page is counted as 2 pages).
12.0 Selection Criteria

The Owner will review the proposals and make a selection based on best value to Owner while considering the following criteria:

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Standard</th>
<th>Weighting Factor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Personnel Qualifications</td>
<td>Do the assigned personnel have skills and experience reviewing similar construction projects? Do the personnel have firsthand experience in this type of work?</td>
<td>3</td>
</tr>
<tr>
<td>Firm Qualifications</td>
<td>Does the firm have the appropriate support capabilities to meet the demands of the project? Has the firm done previous projects of this type and scope?</td>
<td>3</td>
</tr>
<tr>
<td>Proposed Approach, Project Plan, and Schedule</td>
<td>Does the proposal show an understanding of the project objectives and the results desired from the project?</td>
<td>1</td>
</tr>
<tr>
<td>Cost and Work Hours</td>
<td>Do the work hours presented accurately reflect the level of effort required to complete the project?</td>
<td>3</td>
</tr>
</tbody>
</table>

The scale of the criteria is from 1 to 10; 1 is a poor rating, 5 is an average rating, and 10 is an outstanding rating. Criteria will be multiplied by the associated weighting factor to give a weighted criteria score. The weighted criteria scores will be summed to produce a cumulative score. The maximum possible cumulative score is 100.

13.0 Proposal Submittal

The Proposal shall address each component of the selection criteria. Selection of a Contractor will be based on the selection criteria and cumulative score previously described and from the Owner’s assessment of the interview.

Costs associated with proposal preparation, Pre-Proposal Meeting attendance, interview attendance, etc. shall be borne entirely by the proposing Contractor. Proposal information will become the property of the Owner once submitted.

- Proprietary or Confidential Information:
  - Proposers acknowledge that Denver Water may be required to disclose any or all of the documents submitted with a Proposal, pursuant to the Colorado Open Records Act, C.R.S. § 24-72-201.1, et seq. Under C.R.S. § 24-72-204(3)(a)(IV), Denver Water may deny inspection of any confidential commercial or financial information furnished to Denver Water by an outside party. Therefore, a Proposer must clearly designate any documents submitted with its Proposal that the Proposer deems proprietary or confidential, to aid Denver Water in determining what must be disclosed in response to a request for documents under the Colorado Open Records Act.
  - The Proposer’s designation of material to be redacted must be reasonable or it will not be honored. For example, a Proposer may not designate the entire Proposal to be confidential and proprietary.
It is recommended that firms access and become familiar with a copy of the most recent version of the Owner’s CPCS and CPPM at no cost to the Owner. Contractors shall be responsible for meeting the requirements of the Owner’s CPPM.

Any requests for clarification and/or additional information regarding the submission of this Request for Proposals shall be submitted in writing via e-mail to Matt.Mcgavin@denverwater.org and Jeffrey.Archer@denverwater.org (please e-mail both). Written requests for interpretation, clarification, and/or additional information must be received no later than 10:00 a.m., MST, June 7, 2022.

A pre-proposal conference covering proposal questions is scheduled for 10:00 a.m., local time, Thursday, May 19, 2022, in the Chessman Conference Room, 1600 West 12th Avenue, Denver, CO 80204. If unable to attend the meeting in person contact Matt.Mcgavin@denverwater.org and Jeffrey.Archer@denverwater.org (please e-mail both) for Teams Meeting link by 3:00 p.m., local time, Wednesday, May 18, 2022.

An additional pre-proposal conference covering proposal questions is scheduled for 10:00 a.m., local time, Thursday May 28, 2022 via Microsoft Teams. Please email Matt.Mcgavin@denverwater.org by 9:30 a.m., local time, prior to the meeting to submit the attached Non-Disclosure Agreement and to obtain the meeting link. Attendance at one of the two pre-proposal conferences is a requirement for submission of a proposal.

One PDF of the Contractor’s proposal shall be submitted via Dropbox by 10:00 a.m., MST, on June 16, 2022 to https://www.dropbox.com/request/XySbK1rbZocA0ZV5MkG. In addition, one PDF version of the Contractor’s proposal with intellectual or proprietary property redacted shall be submitted to the same Dropbox location.

Denver Water will make available restricted project background information (Preliminary Basis of Design Report, complex schematics, and historical geotechnical reports) necessary for proposal submittal upon receipt of a Non-Disclosure Agreement (NDA). The Proposer shall sign and provide the Proposer Non-Disclosure Terms and Conditions (Attachment A) via e-mail to Matt.Mcgavin@denverwater.org and Jeffrey.Archer@denverwater.org (please submit to both) prior to release of any information.

In addition, a sample of Denver Water’s standard Agreement form that the selected Contractor is expected to enter into is attached for informational purposes (Attachment B).

14.0 Attachments

Attachment A – Proposer Non-Disclosure Terms and Conditions
Attachment B – Sample Contractor Agreement
Attachment A
Proposer Non-Disclosure Agreement
Attachment B
Sample Contractor Agreement