

PROJECT STATEMENT

STATE OF MICHIGAN
DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
State Facilities Administration
Design and Construction Division
3111 West St. Joseph Street
Lansing, Michigan 48909

FILE NUMBER 751/21125.JBB	UNIT NUMBER Index 5518	PROPOSAL DUE DATE September 23, 2021 at 2:00 p.m. EDT
CLIENT AGENCY Department of Natural Resources		
PROJECT NAME AND LOCATION Sanitary Sewer Analysis and Design Porcupine Mountains Wilderness State Park		
PROJECT ADDRESS (if applicable) 33303 Headquarters Road, Ontonagon, MI 49953		
CLIENT AGENCY CONTACT Dan Dowdy, WOC Western UP Regional Field Planner Eric Cadeau, WOD Development Unit Manager Mike Knack, Porcupine Mountains Wilderness State Park Manager		TELEPHONE NUMBER AND EMAIL C: 906-250-3993 dowdyd@michigan.gov C: 906-241-8318 cadeaue@michigan.gov O: 906-885-5274 knackm@michigan.gov
DTMB - DCD PROJECT DIRECTOR Jeff Barsch, Project Director Danielle Foertsch, Field Rep		TELEPHONE NUMBER C: 906-251-0727 barschj@michigan.gov C: 517-331-5369 foertschd@michigan.gov

WALK-THROUGH INSPECTION DATE, TIME, AND LOCATION:

Thursday, September 9, 2021 at 10:00 a.m. EDT. Meet at the Porcupine Mountains Ski Area on the deck of the Chalet.

MANDATORY (Check box if Mandatory)

COVID-19 Precautions:

1. The meeting will be held primarily outdoors, but attendees shall bring and be prepared to wear a mask, if required. When outdoors, all attendees are required to maintain a minimum of 6 feet of social distancing
2. Portions of the walk-through inspection may require attendees to be inside facilities. When indoors, all attendees are required to wear a mask.
3. Any individual refusing to comply with the mask requirement will be asked to leave the premises and expected to do so peacefully. Said individual will not be qualified for attendance, and the firm that the individual represents will be ineligible to submit a proposal for the project. If a firm has staff who cannot medically tolerate a mask, please do not send those individuals, and have other staff, who can wear a mask, attend the meeting.
4. Please do not attend if you have a fever, show any COVID -19 symptoms, or have had any contact with anyone who has tested positive for COVID-19. In the above instances, please send an alternative representative.

PROJECT DESCRIPTION/SERVICES REQUESTED
PROJECT DESCRIPTION:

Provide a complete PSC Proposal for all required Professional Architectural and Engineering Services in compliance with the State of Michigan, Department of Technology Management and Budget (DTMB) Project Statement Form (DTMB 427), DTMB Billing Rate Professional Services Contract, DTMB 430 RFP Billable Rate Form (DTMB 430), and DTMB State Facilities Administration, Design and Construction Division (DCD) policies and procedures for: Complete Phase 100 Study to analyze existing conditions of the sanitary sewer system – including conveyance, treatment, and disposal components – at the Porcupine Mountains Wilderness State Park Headquarters, Union Bay Campground, Historic Service Area, and Ski Hill. This includes performing data collection tasks, developing an understanding of permitting requirements, and prioritizing improvements requiring upgrade and/or replacement. The services and products provided shall be compatible with MDNR facility and operational requirements and practice. Phase 100 contains the following scope items:

Scope item #1A: Phase 100 Study analysis of the leg of the sanitary sewer conveyance, treatment, and disposal system, which collects sewage from the Visitor's Center, Headquarters, and Manager's Residence area and conveys it north to a Historic Service Area where it collects several additional buildings, then northwest to collect the Union Bay Campground office, sanitation station, and toilet shower building. It is then pumped up (south) to be treated in the park's lagoon system. There are multiple pumping stations along this route. The analysis should include investigations on the condition(s) of the existing piping, pump stations, and

manholes. The analysis should include investigating if the Fire Barn's sewage disposal system (currently a standalone drain field in the Historic Service Area) can be added into the system. Additionally, the DNR is requesting the planning and analysis to determine if a fish-cleaning station can be added mid-stream into the system at the pumping location located closest to the Union Bay Boating Access Site.

Scope item #1B: Phase 100 Study analysis of the leg of the sanitary sewer conveyance, treatment, and disposal system, which collects sewage from the Ski Hill area and conveys it north to the park's lagoon system. The analysis should include investigations on the condition(s) of the existing piping, pump stations, and manholes.

Scope item #1C: Phase 100 analysis of the existing 3-cell lagoon treatment and disposal system, which is located to the southwest of the Union Bay Campground. The analysis should include a comprehensive investigation and inspection of all of the lagoon infrastructure and consider operational needs. The analysis should provide recommendations on infrastructure updates to ensure quality operations and streamline work associated with licensing and reporting requirements.

Scope item #2: Perform pre-treatment and post-treatment sampling to review treatment efficacy of the on-site sewage treatment and disposal system. Current regulatory requirements from the Local Health Department (LHD) and Michigan Department of EGLE shall be considered. The primary intent of the sampling and analysis is to determine if the existing treatment system is reducing contaminants associated with high-strength RV wastewater to acceptable levels prior to discharge.

Scope item #3: Develop a list of recommended infrastructure improvements to the sanitary sewer conveyance, treatment, and disposal systems at the Headquarters, Union Bay Campground, Historic Service Area, and Ski Hill. Prioritize the recommendations, provide cost estimates for each area, and include concept diagrams (plans) and photos to supplement the recommendations. The development of multiple options and estimates is strongly encouraged, especially during the initial project phases, to allow the MDNR to scale the project to an appropriate budget level. The MDNR will provide feedback throughout the Phase 100 Study as options are discussed and further refined.

The Phase 100 Study shall provide an analysis of the complete existing sanitary sewer system including a listing of the age and condition of the various infrastructure components of the system. During Phase 100, the PSC shall perform pressure testing of existing force main sewers as well as video inspections of gravity sewer lines and structures to assist with this condition assessment of the existing sanitary sewer system infrastructure. The goal of the Phase 100 Study is to provide recommendations which prioritize the order, scope, and extent of repairs, upgrades, and/or replacement of sanitary sewer system infrastructure. The PSC is requested to provide a schematic level phasing/implementation plan for any recommended repairs, upgrades, and/or replacements. The implementation plan shall clearly indicate the recommended timeline for implementation of each phase in both narrative and graphic formats.

A project construction budget has not yet been determined. The PSC shall develop the construction budget in the Phase 100 Study, which will be used by the MDNR to request construction funding and inform the Phase 500 Final Design. The MDNR anticipates Phase 500 Final Design will begin immediately after the completion of the Phase 100 Study. At this time, the scope of the PSC proposal is limited to the Phase 100.

SERVICES REQUESTED:

The Professional Services Contractor (PSC) shall provide Phase 100 Study Services for the project.

Professional Services shall include, but are not limited to, the following:

1. The PSC shall gather and verify any available as-built information and document the existing site conditions as required to complete the project. Please see the attachments listed below.
 2. Phase 100 – Develop a Study Report as described in the Project Description above.
 - a. The PSC shall review available as-built information. The as-built record drawings and/or specifications may be incomplete, and to some extent, inaccurate. As-built record documents are required to be verified by the PSC to the extent required to ensure an accurate and complete analysis and design recommendations. The PSC will be responsible for documenting the existing site conditions in the anticipated project area and gathering any required topographic and geotechnical information necessary for completing the design. This will include performing a site survey, topographic survey, soil borings, and soil samples to determine composition of the existing soils and their adequacy for treatment of effluent.
 - b. Analyze the gathered site condition information and develop recommendations for repairs, upgrades, and/or replacement of components of the sewage treatment and disposal system. Provide multiple options, at various price points where applicable, and include a brief discussion outlining the pros and cons of each option as well as an estimated construction cost for each option.
 - c. At a minimum, the PSC shall virtually meet with the MDNR for a design kickoff meeting and to review the options
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being developed at 50% and 90% development of the Phase 100 options. The PSC is responsible for the submittal of 50% and 90% Study Documents and estimates for owner review a minimum of ten (10) working days prior to the proposed review meeting dates. The PSC shall consider any feedback and comments received from the MDNR and revise or refine the study options after the 50% and 90% review meetings. The PSC shall develop a Final Phase 100 Study Report including all recommendations and options with estimates and a final recommendation, developed in conjunction with MDNR input, that will be used to proceed forward into Phase 500 Final Design.

- d. PSC shall provide detailed estimates for owner review at 50%, 90%, and 100%. Review of the construction budget will be required at the 50% and 90% review meetings.
- e. PSC shall provide a proposed schedule for design and construction with the RFP response. The PSC shall provide active project management and maintain their proposed schedule of tasks and milestones including, but not limited to, critical project tasks such as consultation and other data collection tasks. The PSC's schedule shall not only itemize and identify the critical project tasks, path, and correlation, but the PSC shall be proactive in identifying and implementing remedial actions necessary to get back on schedule if schedule slippage is encountered. Agency review task durations on the PSC's schedule should not be considered flexible for gaining back time should schedule slippage occur. The schedule shall allow for pre-application discussions and review time by all applicable permitting agencies, including EGLE, the Western Upper Peninsula Health Department (WUPHD), and any other required permitting agencies.

PROPOSAL REQUIREMENTS:

Provide a complete PSC Proposal (Technical and Cost) for all required Professional Architectural and Engineering Services in compliance with the State of Michigan, Department of Technology Management and Budget (DTMB) Project Statement Form (DTMB-0427), the DTMB Billable Rate Professional Services Contract, the DTMB RFP Billable Rate Form (DTMB-0430), and the DTMB State Facilities Administration (SFA), Design and Construction Division (DCD) policies and procedures for the development of Contract Documents and Construction Administration.

1. The PSC shall demonstrate in their proposal appropriate project experience relevant to the work described/requested in the Project Statement and/or RFP.
2. Travel reimbursements and billing rates shall be in accordance with the DTMB Billable Rate Professional Services Contract.
3. PSC shall detail all labor required for each phase.
 - a. PSC shall provide clear documentation of the number of meetings proposed during the design phase and indicate which meetings will need to be on-site, if any.
4. PSC shall detail all reimbursable expenses.
 - a. List and include all field services and testing required for the proper design of the project as reimbursable expenses.
 - i. PSC shall include the following services in their proposal:
 1. Pressure testing of the existing force mains
 2. Video inspections of gravity sewer lines & infrastructure
 3. Effluent testing
 - ii. PSC may include the following services in their proposal if they feel these services are necessary. Please explain why the services are necessary in the proposal, where the services will be performed, and how many soil samples or surveys the PSC feels are necessary at Phase 100. The MDNR does not anticipate needing either the soil samples or surveys until recommendations for infrastructure improvements are further developed in a future Phase 500 Final Design that is not included in the scope of the current proposal.
 1. Soil samples as required for the evaluation of any existing system components and/or the development of any recommended new components to the on-site sewage disposal and treatment system
 2. A site survey and topographic survey of any areas required to complete a proper Phase 100 analysis of the existing system
 - b. List and include all reimbursable expenses for pre-application meetings with EGLE and/or WUPHD associated with any permits that are anticipated.
 - c. List and include any additional permitting or testing anticipated to be required as reimbursable expenses.

ALLOWANCES:

Identify and itemize all reimbursable and travel expenses in the PSC Cost proposal as allowances. The allowance amount shall include the expenses for the scope of work indicated (pre-application permit fees, force main testing, video inspections, effluent testing, etc.) as well as PSC staff labor to perform the scope of work indicated for each respective allowance (i.e. PSC staff time

spent filling out a permit application or collecting samples for effluent testing would be included in the allowance). If the PSC feels the allowances listed are not adequate to cover their expenses and staff time for any allowance, the PSC shall state so in their proposal and include the additional amount they feel is needed to adequately complete the scope of work for the respective allowance.

PSC may include the following as reimbursable expense allowances in their proposal:

1. Pressure testing: \$7,500
2. Video inspection: \$7,500
3. Effluent testing: \$7,500
4. Soil sampling: as recommended by PSC
5. Site survey and topographic survey: as recommended by PSC
6. Any additional required or recommended permit applications/reviews anticipated by the PSC
7. Any other reimbursable expenses the PSC anticipates being required or recommends

ADDITIONAL REQUIREMENTS:

1. Timely minutes from all meetings will be required as per the PSC contract.
2. PSC to follow DTMB naming convention of DTMB file # / project name / Y(contract) number / subject on all documents.
3. PSC shall provide sufficient back-up on all invoices for reimbursable expenses.
4. PSC shall provide a progress summary e-mail to the project team every two weeks. Each progress summary shall document the prior two-weeks' progress by the PSC and display the initial project schedule and current schedule status.
5. Field work shall be conducted in a manner that complies with any Governor's Executive Order(s) and/or MDHHS Epidemic Order(s) related to COVID-19 and MDNR policies currently in effect or which may come into effect.
6. Design meetings shall be held via electronic format to the greatest extent possible.

ATTACHMENTS:

1. Chronological Sewer Improvements Part 1
2. Chronological Sewer Improvements Part 2
3. Porkies Lift Station No. 7-Visitor's Center
4. Porkies Lift Station No. 8-Union Bay New Pump Station
5. Porkies Lift Station No. 9-Union Bay
6. Pump Station O&M
7. Sanitary Disposal Assessment-1999 Phase 100 Study

Please NOTE:

1. Proposal responses MUST be uploaded to SIGMA VSS. Please enter the total cost for all phases as bid amount.
2. Please remember that individual attachments can be no larger than 6mb.
3. If you experience issues or have questions regarding your electronic submission, you must contact the SIGMA Help Desk for assistance. They can be reached by telephone at 888.734.9749 or by email at sigma-procurement-helpdesk@michigan.gov or sigma-vendor@michigan.gov
4. Vendors are reminded to keep our office (Anne Watros (WatrosA@michigan.gov) or Don Klein (KleinD4@michigan.gov)) apprised of SIGMA VSS issues and to include your SIGMA ticket number when communicating with our office. Emailed submissions will need prior DCD approval and will be handled on a case-by-case basis. Approved emailed submissions MUST be received prior to 2:00 p.m. deadline to be considered responsive and responsible.

NIGP CODES

92517, 92587, 92596

DESIRED SCHEDULE OF WORK

Phase 100 Study to be completed by April 8, 2022.

ACCEPTING RFP QUESTIONS UNTIL:

Please do not submit online questions through SIGMA VSS. ALL questions should be emailed to Jeff Barsch at barschj@michigan.gov by Wednesday, September 15, 2021 at 5:00 p.m. EDT.

REFERENCE STANDARDS: This project will comply with all codes, standards, regulations, and workers' safety rules that are administered by federal agencies (EPA, OSHA, and DOT), state agencies (DCH, EGLE, DNR, and MIOASHA), and any other local regulations and standards that may apply.

This form is required to be a part of the professional service contract. (Authority: 1984 PA 431)

Attachment(s)