



## NVCOG Regional Wastewater Treatment Consolidation Study Consultant Firm July 25, 2017 Interview Overview

- Firms will be allotted a 30-minute presentation, followed by 20 minutes for Q&A.
- Firms are expected to present their approach to the effort with project scope and tasking for the entire project, not just the Phase I Feasibility Report. Presentation of the scope during each interview should convey each firm's vision for this study so that the Selection Committee may glean their **respective understanding and unique approach** to identifying efficiencies while enhancing protection of water quality.
- Deliverables for Phase I will include at a minimum:  
  
Projection/Confirmation of 20 year flow calculations;  
"Long List" alternatives for regional approaches with order of magnitude cost estimates required to implement;  
Narrative summaries of potential efficiencies for each option.
- Minimum deliverables for the Phase II Final Report, if awarded, will include Short List alternatives with broad cost estimates. This final report shall also identify a preferred alternative with a more detailed cost estimate, as well as any Preliminary Engineering and concept drawings required to evaluate the shortlist or preferred alternative(s).
- At this point, NVCOG does not anticipate the outline and estimate for the Phase II Report to be anything more than a progression of each firm's Phase I approach resulting in a recommendation. However, since the sealed cost estimate (detailed below) is non-binding, each firm should feel free to itemize a broad vision for the final report that may be negotiated later based on a firm scope of services.
- Firms must present project experience and similar pertinent information.
- Firms must present a good understanding of existing planning documents and other pertinent wastewater-related reports and studies concerning the study subjects.

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- Firms should demonstrate familiarity with 20-year wastewater flow projections for each participating municipality.
- Firms should discuss regionalization challenges and methods.
- Firms must discuss general feasibility of different regionalization options and their potential environmental impact.
- Firms should discuss prior experience in providing non-binding, pre-design cost estimates for similar projects, as well as more definitive cost-estimates associated with preferred alternatives.
- It is suggested each firm's team delivering the presentation consist of the project manager and members of the project team.
- Should a firm require specific media devices, please let NVCOG know by July 14.
- In addition, a detailed, NON-BINDING, sealed fee proposal based on the individual firm's approach to the study must be provided by the time of the interview. All fee proposals will remain sealed until and unless a firm is selected for negotiations. The sealed fee proposal is intended only as a reference point to help NVCOG to understand the cost associated with that firm's particular vision, approach and methodologies. Again, the cost estimate and tasks will NOT be binding upon the negotiation and the negotiation itself will commence in a typical fashion with the most qualified firm selected, which will be instructed to prepare a fresh submission of a specific scope and tasking plan together with an assignment plan and man hour estimate - All based upon a more refined scope determined between NVCOG and the highest rated firm following completion of the interviews.