

GREEN BAY METROPOLITAN SEWERAGE DISTRICT
REQUEST FOR QUALIFICATIONS
FOR
ADAPTIVE MANAGEMENT PROGRAM ASSISTANCE

NEW Water, the brand of the Green Bay Metropolitan Sewerage District, is seeking a professional consultant for professional services to assist with developing and implementing an adaptive management program located within the Ashwaubeon and Dutchman Creek Watershed of the Lower Fox River Drainage Basin of the Lake Michigan Basin. The intent of this Request for Qualifications is to serve as a screening tool for possible consultant candidates.

1. Background Information

NEW Water owns and operates two regional treatment plants in Green Bay and De Pere, WI to treat municipal wastewater generated from residential, commercial, and industrial users within its service area. The facilities are permitted by the State of Wisconsin Department of Natural Resources (WDNR) to discharge effluent to the receiving waters in accordance with WPDES Permit No WI-0065251-01-1.

As part of the WPDES permit, NEW Water is required to evaluate and identify compliance alternatives to meet the Total Maximum Daily Load (TDML) limitations for total phosphorus and total suspended solids specified in the WPDES permit. NEW Water is in the process of completing a study to identify and evaluate alternatives to meet the regulatory compliance requirement which can include treatment processes at the existing treatment facilities, watershed based alternatives, or a combination of treatment and watershed based alternatives.

Based on the preliminary findings of the engineering study to date, it is anticipated that it will be in the best interest of NEW Water to select the adaptive management watershed based alternatives as the most cost-effective means to achieve compliance with the conditions of its WPDES permit.

2. Description of Project

The selected consultant shall assist NEW Water with completing an adaptive management plan and DNR Watershed Adaptive Management Request, Form 3200-1-39 (1/12) for the watershed alternative identified to meet the future permitted discharge effluent limits for phosphorus and suspended solids.

In addition, the selected consultant shall assist NEW Water in coordination and planning efforts associated with the development and execution of a watershed based adaptive management program in Ashwaubenon and Dutchman Creek watersheds for compliance with NEW Water's WPDES permit requirements.

3. Proposal Format Requirements

The Consultant's Statement of Qualifications shall be 12 pages maximum including the cover letter, submitted in conformance with the following format:

- a. Qualifications
 - i. Firm qualifications.
 - ii. Description of the services typically provided by your firm for similar projects.
 - iii. Location(s) where work will be conducted.

- b. Project Experience.
 - i. List of similar past project experience with reference contact information.
 - ii. List of all key personnel involved in past projects on proposed team.
- c. Project team/key personnel.
 - i. Provide an organizational chart depicting the project team.
 - ii. Identify key personnel, including project directors/managers and discipline of lead personnel.
- d. Appendix/resumes (3 pages maximum)
 - i. Provide resumes of key personnel proposed for the project. Resumes shall be a maximum of 1 page for the project manager and maximum of ½ page each for the remainder of the team.

4. Proposal Submission and Schedule

An electronic copy in Portable Document Format (PDF) of the proposal shall be furnished. The proposals will serve as a screening tool for possible consultant candidates.

Proposals shall be emailed to: Jeff Smudde, Watershed Programs Manager
jsmudde@newwater.us

All questions must be submitted electronically via e-mail to Jeff Smudde at jsmudde@newwater.us .

Proposals must be received at the email address above by no later than 3:00 p.m., local time on March 23, 2018.