



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

REQUEST FOR PROPOSALS for the OKANAGAN FALLS SANITARY SEWER MASTER PLAN

RDOS-22-ENG-06

ADDENDUM #1

June 07, 2022

The following are responses to questions posed to the Regional District from the above mentioned RFP:

Questions for Section 1.1 Purpose

1. *One of the bullet points in Section 1.1 notes that the proponent will “assess the existing wastewater collection, treatment, and disposal process”. However, as the work tasks area further detailed in Section 5, only two references are provided for any tasks related to treatment. These are tasks in Section 5.2 “Collect and analyse flow data along with available data from the sanitary lift stations and wastewater treatment plant.” and 5.4 “Provide life cycle cost analysis for the wastewater system – collection system and wastewater treatment plant.” However, these tasks appear to be NOT related to a general task of “assess the existing..., treatment, and disposal process”. Can the RDOS please clarify if we are required to provide an assessment of the current treatment and disposal processes, if any?*

Response:

- An overall assessment of the entire system, from collection to treatment and disposal is needed. It relates to the timing and capacities of the system and to identify the “bottlenecks” at different usage rates as development increases over time.
 - The Regional District has the design parameters for the existing treatment plant (process, timing, capacities’, etc.) that should be reviewed and reflected against the collection system parameters. Specifically, use the available information from the design report and suggest when specific upgrades to the treatment plant may be necessary and at what “trigger points”.
 - The upgrades needed do not need to be designed, however high level estimates will be required as the information will be necessary for the overall financial analysis and long term planning of the entire system.
2. *One of the bullet points in Section 1.1 notes that the proponent will “make recommendations for a source protection program”. However, as the work tasks area further detailed in Section 5 do not mention any specific tasks relating to this, except for the following in Section 5.5 “Provide recommendation and outlines for implementation programs such as Source Control and, Water Conservation that is complementary with the*

Okanagan Falls water system.” Can the RDOS please clarify what is envisioned, how the sanitary sewer master plan work plan envision is related to the provision of recommendations for a source protection program, and could impact a source control and water conservation program?

Response:

- Section 1.1 should have stated “source control program”. Source control and water conservation are programs that can implemented and would be complimentary and benefit the overall sanitary sewer system.
- The master plan should give guidance to these programs and possibly others that would benefit the sanitary system and possibly the water system.
- Explain the programs and what would be required for development and implementation, including what bylaws, policies or procedures would be needed.

Questions for Section 2.1 Submission of Proposals:

3. *Closing date – the RFP says Thursday, June 15 (which is actually a Wednesday). Was this intended to be Wednesday, June 15 or Thursday, June 16?*

Response:

- The Regional District confirms the closing date and time of:

TIME: **3:30 PM local time**

DATE: **Wednesday, June 15, 2022**

4. *With respect to submitting proposals by email, is there a file size limit? We have seen 20MB pretty commonly, which works quite well without being too restrictive.*

Response:

- The Regional District can accept larger file through email and typically do not have difficulty receiving files up to 15-20MB in size.
- A link to a download site can be submitted. The Regional District would need to have sufficient time to download the proposal prior to the closing date and time.

Questions for Section 5.1.1 Project Review

5. *How much of the sewer system is in the (Regional District) GIS database? How reliable is the information?*

Response:

- A most of the GIS data was taken directly from the record drawings and will also be available in hard copy and PDF. The sanitary sewer mains, diameter, length, size, grades are in the GIS data. There is also data from the RDOS CCTV video and report program.
- The accuracy of this information was not reviewed for this RFP.

6. *As-built drawings – has an up-to-date record of the sewer system been kept in a single set of drawings, or are the as-builts a collection of various sets of drawings collected over time as the system was constructed? Are the as-built drawings available in AutoCAD format?*

Response:

- The original sanitary sewer project was completed in the late 1970's. The Regional District has these in hard copy and PDF. The majority of the sanitary system has individual record drawings.
- The records drawing are not available in AutoCAD format. Most of the record drawings are from the original construction project circa 1979. The majority of the record drawing are hard copy and in PDF format.

Clarification for Section 5.6 – Scheduling

- It is anticipated that the award of the project will occur after approval to proceed is received at the **July 7, 2022** Regional District Board meeting. **NOT THE JUNE 16, 2022 meeting.**

Questions for Section 5.6 – Scheduling

7. *Does the Regional District have a deadline in mind for completing the project?*

Response:

- The Regional District did not stipulate a timeline in the RFP for the project and is expecting the proponent to develop and reasonable schedule.
- The Regional District would expect the project to be completed before June 2023.

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