

2020 RFQ SCOPE OF SERVICES – ENTERPRISE UTILITIES Submittal Directions

- **All submittals shall be limited to a maximum of 10 pages total for the company overview. (Six copies total/two for each Utility):**
 - Company name, point of contact, mailing address, phone #, and email address.
 - A company description and history, including year established, type of ownership, parent company (if any), along with companies experience and qualifications.
 - Resumes of key personnel to be assigned to Enterprise Utilities projects with experience relative to the type of services the company would like to be considered.
 - Description of the company's local office workload capabilities and other resources accessible.
 - 2020 fixed hourly rates with the understanding to submit annual adjusted rates during the term of the agreement.

- **Submittals shall be limited to a maximum of 5 pages for each Utility professional service for which the company would like to be considered corresponding to the categories listed in the overview (Six copies total).**
 - List five (5) projects completed in the last three (3) years that demonstrates the companies experience with the specific work for which they would like to be considered, particularly experience with government agencies. Provide the name of the owner, description of the project, what role the firm had with the project, name of client, address, phone number, email address and total cost of the project.

Example Submittal

Solid Waste Utility: (Six copies - 10 page Company overview document)

1. Long Term Planning and Design (Six copies-5 page submittal)
 - A. Permitting and Design Modification – MSW Landfill
 - B. Permitting and Design Modification – Inert Landfill
 - C. Former Landfill Reclamation and Reuse
 - D. Facility Plan Development

2. Project Design, Bidding, and Construction (Six copies- 5 page submittal)
 - A. Disposal Cell
 - B. Leachate Collection System
 - C. Final Cover System
 - D. Landfill Gas Collection System
 - E. Landfill Gas and CNG Utilization Projects

3. Regulatory Compliance (Six copies - 5 page submittals)
 - A. Groundwater Monitoring Analysis and Reporting
 - B. Title V Air Quality Permitting and Reporting
 - C. Tier II NMOC Emission Permitting, Testing, and Reporting
 - D. EPA Greenhouse Gas Analysis and Reporting
 - E. Annual Financial Assurance Calculations

4. Renewable Energy Management (No Submittal)
 - A. Existing Renewable Energy Program Review and Analysis
 - B. Existing Renewable Energy Attribute Analysis
 - C. Emerging Renewable Energy Program Analysis
 - D. Emerging Renewable Energy Attribute Analysis

5. Financial Services (No Submittal)
 - A. Revenue Adequacy Models
 - B. Cost of Service Analysis
 - C. CWSRF Funding Opportunities
 - D. Familiarity with Grant Funding Opportunities'