



21-028
REQUEST FOR PROPOSAL
ENGINEERING SUPPORT & SERVICES
PEND OREILLE PUBLIC UTILITY DISTRICT

Public Utility District No. 1 of Pend Oreille County (the District), is issuing a Request for Proposal (RFP) for a consultant or firm to provide engineering support and services.

Purpose & Scope

Selected consultant or firm will provide electrical engineering support and services as directed by the District.

Scope of services to include, but not be limited to the following:

1. Perform systems studies on the Pend Oreille PUD 115 kV transmission system to include:
 - a. Current capacities
 - b. Current condition
 - c. Loading at 310 MW
 - i. Changes needed system wide to accommodate additional load up to 310 MW to include:
 1. VAR support
 2. Insulator replacements
 3. Additional protection
 4. Any additional requirements
2. Facilities Studies to accomplish #1 above
3. Upgrades necessary to accomplish #1 above
4. This will include the 115 kV system from the Boundary Bus (SCL) to the Usk Substation (POPUD). It may also include the Pine Street to Usk 115kV line.
5. The ability to provide budgeting and over-site for performing upgrades to the PUD 115 kV system.

Selected consultant as requested by the District, shall provide design, evaluation, troubleshooting, project management during equipment installation, drafting and creation of prints, preparation of bid documents, creation of construction and equipment purchase specifications, evaluation of bids and proposals, troubleshooting and evaluation of existing systems, and other services as required to assist the District with electrical equipment and systems.

Respondents must be registered Professional Engineers in Electrical, (Civil and Structural Engineering as necessary) in the State of Washington.

RFP Requirements

At a minimum, the consultant's response must include the following:

- Resume and introduction of your company that includes a summary of the organization, years in business and any other pertinent information;
- Identification of similar projects on which your company has provided electrical engineering services. Consultant should show experience/ability in:
 - Designing and building HV lines, substations, and protection.
 - Modeling and analyzing existing and designed HV transmission lines, protection, and substations.
 - Providing recommendations and budgeting for recommended upgrades and changes to the HV system.
 - Acting as a part of the District's team either in a project management function or over-site function for any upgrade projects.
- References for similar projects from up to three clients;
- List and resumes of proposed personnel that will be working with the District;
- A copy of your safety plan including any COVID-19 specific requirements.

Pricing/rates are to be excluded from the RFP, as this is a qualifications-based selection process that does not look at pricing/rates.

Insurance Requirements

The respondent to whom this is awarded to shall maintain at its own expense, and provide copies to the District upon demand, the following insurance policies, with the District named as an additional insured:

- Commercial General Liability Insurance on an occurrence basis with single limit of not less than \$1,000,000 and \$2,000,000 annual aggregate; and
- Professional Liability Insurance on an occurrence basis with single limit of not less than \$1,000,000 and \$2,000,000 annual aggregate; and
- Automobile liability insurance on an occurrence basis of not less than \$1,000,000 combined single limit or equivalent for both injury and property damages as a result of any one occurrence, including coverage for owned, hired, and non-owned automobiles.

RFP Submittals

- Proposals must be submitted using ProcureWare, the Districts online contracting portal, at popud.procureware.com no later than **November 15, 2021 at 4:00 p.m. PST**. Submittals received after the above date and time for any reason will not be considered.
- Questions related to this RFP must be submitted by way of ProcureWare no later than **October 29, 2021 at 2:00 p.m. PST**. Responses to these questions will be made available to all bidders via ProcureWare.

Evaluation of the RFP

The District will evaluate each submittal for completeness to the RFP. Submittals that do not meet the minimum requirements will not be considered. The District reserves the right to reject all submittals and modify or withdraw the RFP. The District will award the contract to the most qualified respondent based upon the factors identified below. The District will engage the respondent with the highest scoring response to discuss a service agreement. Should the District

fail to secure an agreement with the selected entity, the District may elect to pursue an agreement with the next highest scoring entity.

Respondents will be evaluated based on the following:

1. Company experience
2. Demonstrated knowledge
3. Qualifications of the individual(s) to be assigned to the project
4. Familiarity in working with the District and/or other Public Utility Districts
5. Expertise in performing similar projects

The District reserves the right to cancel this RFP at any time, or issue amendments or corrections. The District reserves the right to award this contract, or to not award this contract. Women's, minority, and small business enterprises are encouraged to apply. The District is an equal opportunity employer.