

## NOTICE TO EQUIPMENT SUPPLIERS

Waupun Utilities (Utility) hereby give notice that they have elected to prequalify an equipment supplier for an Advanced Biological Nutrient Recovery System, included as part of the Wastewater Treatment Plant Upgrade (WWTP) with Advanced Biological Nutrient Recovery (ABNR) project to be undertaken by the Utility.

Sealed qualification packages will be received until 2:00 P.M., local time, on Wednesday, September 18th, 2019, at the at the office of the Waupun Utilities. Submit qualification packages to:

Waupun Utilities  
817 S. Madison St., Waupun, Wisconsin 53963-0431.  
Attn: Randy Posthuma

It is mandatory that all ABNR suppliers who intend to submit an offer to provide equipment to the Utility via the General Contractor for the project, either directly or through a product representative or sales company, must provide all materials requested herein, and be approved by the Utility via this qualification process. The General Contractor will be required to list the qualified equipment manufacturers with their bid.

Copies of the Request for Qualification for Equipment Suppliers will be published and posted on the City of Waupun's website at <https://www.cityofwaupun.org/rfps>.

Only equipment manufacturers, herein referred to as "suppliers", and the specific equipment described in response to this request will be prequalified for the work. No product representatives or other third-party marketing or sales organizations will be prequalified. This does not limit the participation of these companies in the project, but merely requires that the actual equipment manufacturer be prequalified for the work.

Answers to questions described in this request for qualification as well as supplemental information as noted herein, are required from prospective suppliers.

The Utility decision will be based on the evaluation criteria described herein.

The Utility reserves the right to modify the technical specifications for the equipment described in this request prior to issuing the project Construction Documents. Such modification will not impact the outcome of this qualification process. Qualification will not relieve any bidder or supplier from meeting the requirements of the final project Contract Documents.

The Qualification Submittal is a request for information, not a cost proposal. Suppliers are advised that a formal or informal cost quotation for the ABNR System equipment is not requested and should not be included with the Qualification Submittal.

The Utility reserves the right to waive minor irregularities and omissions in the information contained in the qualification submittal and to make all final determinations.

The anticipated schedule for equipment supplier qualification is summarized as follows:

Milestone	Date
Issue Qualification Request Document	August 21, 2019
Supplier Submits Qualification Response	September 18, 2019
Supplier Notifications	October 2, 2019

The Utility may refuse to qualify a supplier where the requested information and materials are not included in the Qualification package, or not provided by September 18, 2019. The closing time for submittal of qualification documents will not be changed in order to accommodate supplementation of incomplete submissions, or late submissions.

Questions about the Equipment Supplier Qualification may be submitted via email to the Utilities Engineer, with the following contact information:

Attn: Kathleen Hassing, P.E.  
Applied Technologies, Inc.  
13400 Bishops Lane  
Suite 270  
Brookfield, WI 53005  
Ph: 262-784-7690  
krhassing@ati-ae.com

- END OF NOTICE -

# SECTION 1

## INSTRUCTIONS FOR PREQUALIFICATION SUBMITTALS

### 1.1 DELIVERY OF SUBMITTAL

The Qualification Submittal shall be enclosed in a sealed package. The submittal shall be mailed or delivered to the following location:

Waupun Utilities  
817 S. Madison St., Waupun, Wisconsin 53963-0431.  
Attn: Randy Posthuma

The outside of the package shall plainly identify the subject of the submittal (Equipment Supplier Qualification); the project title WWTP Upgrade with ABNR; and the name, address, phone number, and e-mail address of the supplier. Each qualification submittal shall include a Prequalification Submittal Form (see Section 3) completely filled in and signed by a duly authorized representative of the supplier.

The Prequalification submittal must be received by: **2:00 PM, September 18, 2019.**

The e-mail address provided will be used for notification of evaluation results.

### 1.2 PREPARATION OF SUBMITTAL

Each prequalification submittal shall be assembled in one document with a Title Page, Table of Contents, and Section Dividers. The submittal information shall be presented in the order requested under Section 3, Submittal Information. One (1) original, and one digital (PDF) on a USB drive of the Qualification Submittal shall be delivered.

### 1.3 WITHDRAWAL OF SUBMITTAL

A Qualification Submittal may be withdrawn by written notice to Waupun Utilities.

### 1.4 LATE SUBMITTAL

Qualification Submittals received after the scheduled receipt date and time will not be considered and will be returned to the supplier unopened.

### 1.5 PROJECT INFORMATION

Waupun Utilities operates a wastewater treatment facility (WWTF) in Fond du Lac County, Wisconsin. The WWTF's interim total phosphorus (TP) effluent limit is 1.0 mg/L, and the current average effluent phosphorus concentration is 0.56 mg/L. By 2025, the Rock River Total Maximum Daily Load (TMDL) will reduce Waupun Utilities' monthly effluent phosphorus loadings to annual average effluent limit of approximately 0.075 mg/L. Under design year maximum month flows and variable TMDL limits, Waupun Utilities will need to comply with monthly average phosphorus limits below 0.05 mg/L at high flows.

In preparation for these limits, Waupun Utilities submitted a Preliminary Compliance Alternatives Plan (PCAP) in February 2019. The PCAP documented Waupun Utilities' efforts and plans to comply with the final phosphorus TMDLs.

It was determined that Waupun Utilities will be unable to meet its phosphorus effluent limits with only operational improvements and minor facility modifications. Moreover, the Wisconsin Department of Natural Resources (WDNR) confirmed that Total Nitrogen (TN) effluent limits are likely to be imposed within the 20-year planning period.

Several compliance alternatives were considered and screened for technical feasibility. Following a life cycle cost evaluation, the recommended alternative was an Advanced Biological Nutrient Recovery (ABNR) system. The ABNR system is an algae-based system capable of recovering phosphorus and nitrogen into harvested algal biomass. The excess algae is then harvested and sold as an industrial product. The ABNR system consists of a mix tank, a greenhouse that houses the suspended growth system, and a support building that houses the algae separation, dewatering and drying equipment.

The ABNR system was recommended based on its comparable life cycle costs and favorable qualitative factors, such as demonstrated removal of soluble non-reactive phosphorus (SNRP).

## 1.6 INTERPRETATION OF INFORMATION

Supplier may submit questions or requests for information to Kathleen Hassing, at Applied Technologies, Inc. (262-784-7690) (krhassing@ati-ae.com). Requests must be received by September 13, 2019. Any interpretation or correction of this Qualification Document will be made only by a written addendum. Each addendum will be posted on the City of Waupun's website (<https://www.cityofwaupun.org/rfps>). It is the responsibility of the supplier to frequently check the website for new addenda. The Utility will not be responsible for any other explanations or interpretations of this Qualification Document.

## 1.7 DETERMINATION

The Utility will determine the qualification status of each supplier based on the responses to the information requested in Section 3. The Utility shall be the sole judge as to the adequacy of each supplier to provide equipment for this project and the Utility's decision shall be final.

The anticipated schedule for supplier qualification determination is provided in the Notice to Equipment Suppliers/Manufacturers.

In spite of any determination by the Utility regarding the qualification of a supplier for the purposes of supplying the ABNR System for the WWTP Upgrade Project, the actual equipment supplied for the work must be supplied in full conformance with all of the requirements of the actual contract documents issued for the work. The purpose of this qualification request is to establish a qualified supplier to be listed in the contract documents.

Qualification does not relieve the suppliers of meeting the Contract Documents requirements at the time of bidding and does not represent approval of the supplier's standard products or those provided at the time of qualification.

## 1.8 EXCLUSION OF COST QUOTATIONS

The Qualification Submittal is a request for information, not a cost proposal. Suppliers are advised that a formal or informal cost quotation for the system equipment is not requested by the Utility and should not be included with the Submittal. Any such information furnished will not be considered.

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## SECTION 2

### SCOPE OF QUALIFICATION

#### 1.1 INTENT

The qualification procedure will be used to determine a responsible qualified supplier that will be listed in the contract specifications for the Advanced Biological Nutrient Recovery System equipment. Qualifications will be evaluated based on the following criteria:

- ABNR Pilot Testing (30 points)
- ABNR Preliminary and Final Design (40 Points)
- ABNR System Construction Administration (10 Points)
- ABNR System Performance Testing, Warranty, and Maintenance Coverage (20 points)

It is intended that a supplier of the ABNR equipment described using the information submitted in response to this request, will be qualified to provide the ABNR System equipment for the WWTP Upgrade Project. The submission must be made by the ABNR equipment supplier. No product representatives or related sales and marketing firms will be qualified, and any submission made by such a firm will not be considered for qualification.

#### 2.2 PRODUCTION CAPACITY AND EXPERIENCE REQUIREMENT

The qualification procedure involves the review and evaluation of information regarding the capacity and proven experience of the supplier to manage, design, and supply the subject equipment in a manner acceptable to the Utility. The experience of the supplier will be evaluated on the basis of the Qualification Submittal and from information gathered by the Utility from the references of related projects.

Proven experience is defined as the actual performance of the equipment provided on previous projects of a similar nature (see Part III of Section 3 for experience requirements) as corroborated by said references.

The Utility is not obligated to qualify or accept a supplier that does not provide complete information demonstrating the experience requirements of this request.

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## SECTION 3 SUBMITTAL INFORMATION

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#### 2.1 GENERAL

The Qualification Submittal prepared and delivered by prospective ABNR System suppliers shall include as a minimum the information listed herein. Each supplier shall review the requirements of this Request for Qualification document and provide whatever additional information may be required to allow complete

determination of conformance with the evaluation criteria utilized for the Basis of Determination. Incomplete or unclear information may be grounds for rejection of a submittal as nonresponsive.

## 2.2 CONTENTS

The qualification submittal information shall, at a minimum, include the following:

QUALIFICATION SUBMITTAL FORM—fully completed, signed, and dated using the form that follows this page.

INFORMATION—all required descriptive and technical information required to provide complete responses to the requested information for Section 3.

# QUALIFICATION SUBMITTAL FORM

TO: Waupun Utilities  
817 S. Madison St., Waupun, Wisconsin 53963-0431.  
Attn: Randy Posthuma

FOR: QUALIFICATION DOCUMENT FOR ABNR SYSTEM SUPPLIERS

THE UNDERSIGNED SUPPLIER HEREBY AGREES AND DECLARES THAT:

## DETERMINATION OF QUALIFICATION

Receipt of this submittal by Waupun Utilities does not constitute either a direct or implied guarantee to the supplier that qualification is or will be granted. The undersigned agrees to the procedures and conditions of the qualification requirements described in this Qualification Document.

## COMPLETENESS AND ACCURACY

All supplier statements and information contained in the Qualification Document shall be complete and accurate. The submittal contains no false or deliberately misleading information.

## SIGNATURES

A. The undersigned is a legally authorized representative of the Supplier.

Legal name of Supplier:

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Contact:

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Phone:

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Business address:

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E-Mail Address:

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B. Addenda:

The undersigned acknowledges receipt of the following Addenda Nos.: \_\_\_\_\_

By:

Signature:

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Clearly printed name:

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Position:

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- END OF FORM -

## REQUIREMENTS FOR QUALIFICATION

1. ABNR Pilot Testing (30 points):
  - a. Provide a reference list of successful pilot projects which utilized ABNR to meet low-level (<0.1 mg/L P) phosphorus limits in wastewater effluent.
2. ABNR Preliminary and Final Design (40 Points):
  - a. Provide a written statement demonstrating that the supplier has the ability to design an Advanced Biological Nutrient Recovery (ABNR™) that will biologically recover phosphorus from a suspended growth solution, and is composed of mix, recover, separate and harvest phases in a continuous flow operation. Confirm that the phosphorus recovery solution is a biological process and not a chemical process.
  - b. Demonstrate knowledge and performance experience utilizing plug-flow photobioreactors configured in a vertical array to recover phosphorus to 0.05 mg/L or less within a wastewater treatment facility's effluent.
  - c. Demonstrate sufficient algae-based kinetic data to justify providing design recommendations for a 2 MGD ABNR facility treating an average range of 2 to 5 mg/L of phosphorus in the plant influent to less than 0.05 mg/L total phosphorus in the plant effluent.
  - d. Demonstrate the ability to describe detailed operating and controls parameters of ABNR.
3. ABNR System Construction Administration (10 Points):
  - a. Provide a written statement that the supplier will provide a performance guarantee for the ABNR system.
  - b. Demonstrate that supplier has the ability and experienced and available personnel to administer the full scope of supply for the ABNR System equipment.
4. ABNR System Performance Testing, Warranty and Maintenance Coverage (20 points)
  - a. Provide a written statement demonstrating that that the supplier has experienced and available personnel to fully manage the performance testing required for the starting of the ABNR system.
  - b. Describe the location and capabilities of the personnel that will be used to service the ABNR equipment should the supplier be successful. The supplier shall demonstrate that they have suitable qualified personnel to fully support and service the equipment for the commissioning period, the warranty period, and long term operation.