

**CERTIFICATION OF PUBLICATION  
CITY OF BALTIMORE  
OFFICE OF BOARDS AND COMMISSIONS  
PUBLIC NOTICE**

**REQUEST FOR PROPOSAL - PROJECT NO. 1385R  
DESIGN, BUILD, FINANCE, OPERATE AND MAINTAIN DESIGN-BUILD-FINANCE-  
OPERATE-MAINTAIN (DBFOM) SLUDGE PROCESSING AND DISPOSAL AT THE CITY OF  
BALTIMORE BACK RIVER WASTEWATER TREATMENT PLANT**

The City of Baltimore Department of Public Works has been authorized to request the Office of Boards and Commissions (OBC) to advertise Project 1385R for the design, build, finance, operate and maintain sludge processing and disposal at the Back River wastewater Treatment Plant. It is the expectation of the City's that interested firms providing these services must demonstrate and document the following goals:

- Achieve sludge processing solution at the Back River WWTP to generate Class A biosolids.
- Engage the market and identify sustainable and revenue producing outlets for Class A biosolid product.
- Establish an alternative revenue source through profit sharing from the sale of the biosolid product.
- Maximize cost savings for the City, both present and future.
- Improve odor conditions by eliminating or mitigating odors associated with the processing of digested sludge.
- Develop a long-term (20 years) sustainable solution that minimizes or eliminates detrimental operational gaps and downtime at the Back River WWTP.
- Minimize the City's carbon footprint to the greatest extent possible in its operations.
- Establish a monitoring and reporting regime that ensures regulatory compliance.
- Provide operational and financial transparency to foster fairness and equitable risk sharing.

In addition, the City recognizes the evolving regulatory landscape and potential market disruptions that may arise from the presence of poly- and perfluoroalkyl substances (PFAS). At this moment, the City does not intend to implement PFAS destruction technology and does not require its inclusion in the proposed RFP for heat drying. However, the proposal should include a provision for incorporating PFAS destruction technology with the proposed heat drying option in the future. The goal is to understand how these technologies could be integrated with the proposed solutions at a later date and explore innovative methods for the long-term removal of PFAS and other emerging contaminants.

**SCOPE OF WORK**

The project entails the design, construction, financing, operation, and maintenance of a new dewatering system followed by a sludge heat drying system at the Back River WWTP to replace the current operations. Based on current operational data, the system shall have a processing capacity starting from 45 dry tons as a guaranteed daily tonnage, with a typical processing capacity of approximately 70 dry tons per day, and up to a maximum capacity of 90 dry tons. It shall be capable of achieving a moisture content of less than 10%. The awarded service provider must process sludge regardless of its quality and other feedstock variability. Moreover, the treatment process and constructed facility shall be designed to accommodate future capacity expansion. Additionally, at the end of the contract, the transfer of equipment, maintenance records, Standard Operating Procedures (SOPs), and other relevant documentation to the City will be required.

The following tasks should be performed as part of the project:

1. Design and Construction

- Design and construction of the digested liquid sludge processing facilities capable of handling the total maximum designed volume of biosolids that can be produced at Back River WWTP, including all necessary equipment, piping, and electrical systems.
- The design and construction will ensure that the existing processes run efficiently without interference. The heat drying section will have its own dewatering facilities, which will also be included in the proposal.
- Procurement of all necessary equipment and materials.
- Design and construction of the system, including all necessary civil, structural, mechanical, and electrical works.
- Commissioning of the system, including testing and tuning of all equipment and controls.
- Provide labor for sufficient operation and maintenance of the system.
- Ensuring the centrate returns are within the operating envelope defined by the City.
- Ensuring continued compliance of the WWTP throughout construction and commissioning.
- Integration with the WWTP utility (electricity, heat) and investigation of opportunities to use combined heat and power (CHP heat) and electricity to assist the dryers.
- Obtaining all required permits to construct and start the facilities.
- Ensuring compliance with all relevant regulatory requirements.

The service provider shall ensure that the existing operations are not affected by construction or operation activities.

2. Operations and Maintenance

- Operate and maintain the facility in accordance with the design and regulatory requirements.
- Implement an environmental management system to ensure compliance with all relevant regulations.
- Provide routine and emergency maintenance to ensure the facility operates efficiently and effectively. Service provider shall maintain a computerized maintenance management system (CMMS) to record all completed and planned work. The City shall have access to the CMMS.
- Supply of all necessary labor, materials, and equipment.
- Conduct and provide laboratory testing to determine the efficacy of the proposed technology.
- Ensure compliance with all regulatory requirements for sludge disposal.
- Report on the performance (such as, run time, production quantity, sludge quality etc.) of the system to the City.
- Prepare and maintain an asset management program consistent with the City's software and procedures.

3. Marketing, Selling, and Hauling of Biosolids Product

- Marketing and selling the final biosolids product with the City brand.
- Branding, packaging, and distribution/hauling of final biosolids product
- Identification of prospective customer(s) and anticipated revenue to be generated
- Monitoring of the ongoing compliant usage and storage of the biosolids.

4. City Fees

- The service provider will be charged a monthly property lease fee for the duration of the contract. The City reserves the right to re-assess the fee each year.

- The service provider is responsible for payment of all utility fees, including any water/wastewater utility fee.

## EVALUATION CRITERIA

Proposals will be evaluated based on the following criteria:

| <b>Criteria</b>   | <b>Score</b> |
|---|--------------|
| <b>Technical approach</b>   | 25           |
| <ul style="list-style-type: none"> <li>• Proposed solution</li> <li>• Incorporation of innovative technologies</li> <li>• Regulatory, environmental and safety compliance</li> </ul>  |              |
| <b>Experience and Qualifications</b>  | 25           |
| <ul style="list-style-type: none"> <li>• Company profile and experience</li> <li>• Company financials</li> <li>• Company track record</li> <li>• References and past performance</li> </ul>   |              |
| <b>Project Management and Implementation Plan</b>   | 10           |
| <ul style="list-style-type: none"> <li>• Project timeline</li> <li>• Implementation plan</li> <li>• Integration with existing facilities</li> <li>• Construction plan</li> <li>• Asset availability and maintenance approach</li> <li>• Transitioning plan</li> </ul>                         |              |
| <b>Performance Guarantees</b>   | 10           |
| <b>Financial Viability</b>  | 30           |
| <ul style="list-style-type: none"> <li>• Comprehensive financial plan</li> <li>• Detailed cost breakdown for design, construction, and operations</li> <li>• Pricing structure and payment terms</li> <li>• Expected capital and operational cost</li> <li>• Revenue sharing model</li> </ul> |              |
| <b>Total</b>  | <b>100</b>   |

## COSTS OF RFP RESPONSE

There will be no payment or compensation provided to individuals who participate in any part of the submission or selection process. All expenses related to the preparation of a response, including additional requested information, interviews, and any other necessary information, will be the sole responsibility of the prospective responder. The City, its staff, or its representatives will not be responsible for reimbursing any costs or expenses incurred as a result of submitting a response to this RFP.

## TIMELINE

The following timeline shall apply to this RFP:

RFP issued: Friday, November 22, 2024

Deadline for questions: Friday, December 6, 2024

Proposal submission deadline: On or before Friday, February 7, 2025 (NOON)

## PRE-PROPOSAL CONFERENCE/SITE VISIT

A non-mandatory pre-proposal conference (either in-person at BRWWTP or virtual) will be conducted on December 20, 2024, at 10 AM ET. If held in-person, a site visit will immediately follow the pre-proposal conference.

DPW encourages all contracting firms that have the experience and capacity to work on this scope to submit their proposals. All firms must demonstrate and document their capacity and resources to deliver the required services on time. Projects must comply with the 2006 edition of “The Specifications for Materials, Highways, Bridges, Utilities and Incidental Structures”. City personnel will utilize the City of Baltimore Guidelines for the Performance Evaluation of Design Consultants and Construction Contractors for this contract/project. The extended version of this RFP including the background of the project, service provider capabilities, proposal requirement, financial capability and qualifications, and the City’s right are detailed [here](#). Should you have any questions regarding the scope of the project, **please contact Mr. Mahmudul Hasan, Ph.D. (email [Mahmudul.Hasan@baltimorecity.gov](mailto:Mahmudul.Hasan@baltimorecity.gov))**. The subject line for the email must be “**Questions for Project 1385R**”.

### **Prequalification Requirement**

**All firms** listed in this specific proposal (SF255) / (330) for this Project **must** be prequalified by the Office of Boards and Commissions for **each** applicable discipline included in the proposal, *at time of submittal* for this Project. *A copy of the consultants current Prequalification Certificate should be included in the bid submittal package.* Information regarding the prequalification process can be obtained by calling the Office of Boards and Commissions on 410.396.6883.

### **Submittal Process**

Each Firm responding to this Request for Proposal (RFP) Project #1385R is required to complete and submit an *original* Standard Federal Form (SF) 255 / 330 unless otherwise specified in this RFP. Provide one (1) **original** submittal, along with **five (5)** copies to the Office of Boards and Commissions on or prior to the due date of February 7, 2025, **NOON**, Submittals *will not* be accepted after this deadline.

The Federal Standard Form (SF) 255 **cannot** be supplemented with additional pages, or additional information such as graphs, photographs, organization chart, etc. All such information should be incorporated into the appropriate pages. Applications should not be bound; simply stapled in the upper left-hand corner. Cover sheets should not be included. Inclusion and/or submittal of additional material may result in the applicant being disqualified from consideration for this project.

Firms interested in submitting a proposal for this Project, shall address a “Letter of Interest” to the Office of Boards and Commissions, 4 South Frederick Street, 4<sup>th</sup> Floor, Baltimore, Maryland, 21202 or you may email: [OBC.consultants@baltimorecity.gov](mailto:OBC.consultants@baltimorecity.gov). Letters of Interest will be utilized to assist small minority and women business enterprises in identifying potential teaming partners and should be submitted within five (5) days of the date of the project’s advertisement. The Letter of Interest must provide the name and number of your firms contact person. Failure to submit a “Letter of Interest” will not disqualify a firm submitting a proposal for the project.

Only individual firms (including, for example, individuals, sole proprietorships, corporations, limited liability companies, limited liability partnerships, and general partnerships) or formal Joint Venture (**JV**) may apply. Two firms may not apply jointly unless they have formed a joint venture.

### **MBE/WBE Requirements – Mayor’s Office (SMBA&D)**

It is the policy of the City of Baltimore Mayor’s Office of Small and Minority Business Advocacy & Development (SMBA&D) to promote equal business opportunity in the City’s contracting process. Pursuant to Article 5, Subtitle 28 of Baltimore City Code (2000 Edition) – Minority and Women’s Business Program, Minority Business Enterprise (MBE) and Women’s Business Enterprise (WBE) participation goals apply to this contract. Minority- and women-owned business participation goals will be determined after contractor selection.

### **Verifying Certification**

Each firm submitting a SF 255 for consideration for a project is responsible for verifying that all MBEs and WBEs to be utilized on the project are certified by the SMBA&D prior to submitting the proposal. A directory of certified MBEs and WBEs is available from SMBA&D. Since changes to the directory occur daily, firms submitting SF 255s should call SMBA&D at (410) 396-3818 to verify certification, expiration dates and services that the MBE or WBE is certified to provide.

### **Non-Affiliation**

A firm submitting a proposal may not use an MBE or WBE to meet a contract goal if:

1. The firm has a financial interest in the MBE or WBE
2. The firm has an interest in the ownership or control of the MBE or WBE
3. The firm is significantly involved in the operation of the MBE or WBE

(Article 5, Subtitle 28-41).

### **Insurance Requirements**

The consultant selected for the award of this project shall provide professional liability, auto liability, and general liability and workers’ compensation insurances as required by the City of Baltimore.

### **Local Law Hiring**

Article 5, Subtitle 27 of the Baltimore City Code, as amended (the “Local Hiring Law”) and its rules and regulations apply to contracts and agreements executed by the City on or after the Local Hiring Law’s effective date of December 23, 2013, which is applicable to all vendors. The Local Hiring Law applies to every contract for more than \$300,000 made by the City, or on its behalf, with any person. It also applies to every agreement authorizing assistance valued at more than \$5,000,000 to a City-subsidized project. Please visit [www.oedworks.com](http://www.oedworks.com) for details on the requirements of the law.

### **Additional Information**

Any firm submitting a (SF255) in response to the RFP that fails to comply with the requirements of Article 5, Subtitle 28 of Baltimore City Code when executing a contract is subject to the following penalties: suspension of a contract; withholding of funds; rescission of contract based on material breach; disqualification as a consultant from eligibility to provide services to the City for a period not to exceed 2 years; and payment for damages incurred by the City.

A resume for each person listed as key personnel and/or specialist, including those from MBE and WBE firms, must be shown on the page provided within the application.

Please be advised that for the purpose of reviewing price proposals and invoices, the City of Baltimore defines a principal of a firm as follows:

*A principal is any individual owning 5% or more of the outstanding stock of an entity, a partner of a partnership, a 5% or more shareholder of a sub-chapter 'S' Corporation, or an individual owner.*

Out-of-State Corporations must identify their corporate resident agent within the application.

Firms will not be considered for a specific project if they apply as both a sub-consultant and prime consultant.

Failure to follow directions of this advertisement, submittal due date or the application may cause disqualification of the submittal.

Deena Joyce, AEAC Executive Secretary  
Chief, Office of Boards and Commissions

Issue of: November 22, 2024

The Afro-American

The Baltimore Sun

The Baltimore Times

The Daily Record

eMaryland Marketplace