



REQUEST FOR QUALIFICATIONS (RFQ)

**Engineering Consulting Services for
Expansion of Treatment Plant Capacity and
Support of Current Operations**

SEPTEMBER 2025

San Andreas Sanitary District
675 Gold Oak Rd
P.O. Box 1630
San Andreas, CA 95249
Phone (209) 754-3281
hlogan@sasanitary.org

Due By:

Tuesday, October 7, 2025
3:00 p.m.

Introduction:

San Andreas Sanitary District (SASD) is seeking Qualifications from interested firms for the expansion of treatment plant capacity and to support the District in reviewing applications for new sewer service.

Purpose:

The purpose of the RFQ is to select a consultant that has the requisite skills and sufficient capacity to conduct condition assessments, develop engineering reports, provide budget cost estimates, lead onsite meetings with District staff, attend Board meetings as necessary, and publish documents suitable for use in specific project development. The selected consultant will provide ongoing support to the District for its review of applications for new service and/or additional capacity, along with support of the current process control operations.

Background:

SASD (San Andreas) is located approximately sixty miles southeast of Sacramento on Highway 49. The district provides wastewater services to about three thousand residents, as well as its commercial businesses. SASD's average dry weather flow is rated at 0.33 MGD, with typical dry weather flow at 0.2 MGD. During wet weather, due to inflow/infiltration in the community, flows can reach an hourly peak of 1.8 MGD. The plant is staffed Mon-Fri, 0700-1530 and has an on-call Operator assigned 24/7.

The District prepared a masterplan in 2007. This plan received an update in 2016 and again in 2023. The District has made significant investments in upgrading the treatment and effluent disposal facilities over the past 18 years. The NPDES permit required installation of new activated sludge system for nitrification prior to river discharge. This system was completed in 2010. Other infrastructure improvements since 2012 included a new headworks, a new aerobic digester, a new irrigation pump station, an expanded chlorine contact tank, an updated SCADA/PLC system, and a new electrical grid serving the entire facility.

The 2023 plan proposed certain projects to minimize process control bottlenecks and to enhance reliability and energy conservation. These projects are to be funded by new users to the system as new capacity is requested. The district desires to have an expansion funding plan in place so that construction of needed projects can pace the demand for capacity from the community.

Anticipated Services Needed of Selected Consultant:

1. Based on the existing 2023 Treatment Plant Masterplan, build a schedule for project implementation that paces the needs for expanded capacity for the community development needs.
2. Produce budgetary project cost estimates suitable for establishing capacity fees to support the project implementation schedule.
3. Support of Applications for new service and additional capacity.
4. Support of Operations Staff to optimize existing process control for efficiency and effective permit compliance.

All inquiries regarding the RFQ should be directed to Hugh Logan, District Manager by telephone at (209) 754-3281, or by email at hlogan@sasanitary.org

Interpretations and Addenda

No interpretation made to any respondent as to the meaning of the RFQ shall be binding on the District unless repeated in writing and distributed as an addendum by SASD. Interpretations and/or clarification shall be requested in writing.

Format and Content:

The response should be brief, precise, and should not include unnecessary promotional material. The response should contain the following elements:

1. *Cover Letter* – Describe your firm or team's interest and commitment in providing Consultant Services to the District. The letter shall be signed by a person authorized to negotiate a contract with the District.
2. *Staffing, Team Experience and Understanding of Project & Objectives* - Describe the qualifications and experience of the team members expected to be assigned to the District, including familiarity with the District and with similar systems.
3. *Resumes* – Include single page resumes of only the key personnel to be assigned to the project.
4. *References* – Provide three references (name, agency, title, address, and telephone number) for recent, related work. It is permitted to include references from recent related work done for the District.

Evaluation and Selection Process:

Qualifications will be screened, and the top candidates will be reviewed by District staff. The qualifications for the top candidates will be verified, and references will be checked. The District will weigh carefully:

- Consultant's understanding of the District's desires and general approach to completing the work – 25 POINTS
- Consultant's experience with similar complexity and magnitude – 25 POINTS
- Demonstrated ability of the Consultant to perform high quality work, to control costs and to meet time schedules – 25 POINTS
- Ability to work effectively with District staff – 25 POINTS

Submittal Requirements:

Consultant to submit an electronic copy of their response via email to San Andreas Sanitary District at office@sasanitary.org by **Tuesday October 7, 2025, at 3:00 p.m.** **Optional: Hard copy submissions will be accepted at the District Office at 675 Gold Oak Rd., San Andreas, CA 95249.**

The District reserves the right to revise or withdraw this RFQ at any time, for any reason. The District will not pay costs incurred in the RFQ preparation including the costs for printing, mailing, etc. All costs for the preparation of the proposal shall be borne by the proposing firm.

Right to Reject Responses:

The District reserves the right to reject all responses or any part of any responses, to waive minor defects or technicalities, or to solicit new RFQ on the same project or on a modified project that may include portions of the originally proposed project as the District

may deem necessary in its best interest. The District also reserves the right to negotiate with any firm, all or part of any proposal that is in the best interest of the District.

Project Schedule:

Issue Request for Qualifications	September 8, 2025
Receive Responses by	October 7, 2025, at 3:00 p.m.
Select Consultant and Notify	October 16, 2025

Award of Contract:

The District Manager will be responsible for, and will be the sole point of contact for, all contractual matters. A cost proposal will be requested from the consultant that has the highest score. The final contract, including Scope of Services, will be negotiated.

If contract negotiations with the first selected firm are unsuccessful, SASD will begin negotiations with the second highest scoring firm, and so on.

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