



ROSEBURG URBAN SANITARY AUTHORITY

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**Addendum #1
to
Request for Proposals for
Wastewater Collection System Master Plan Amendment**

Issue Date: January 31, 2025

The Roseburg Urban Sanitary Authority (RUSA) hereby issues this Addendum #1 to the Request for Proposals (RFP) for the Wastewater Collection System Master Plan Amendment project. Per Section 3.2 of the RFP, this Addendum is being issued via e-mail to prospective Proposers known to RUSA to have expressed interest in the project. This Addendum is available to all prospective Proposers at <https://www.sdao.com/roseburg-urban-sanitary-authority-request-for-proposals-wastewater-collection-system-master-plan-amendment-d4499cb>.

Per Section 3.2 of the RFP, Proposers are required to acknowledge receipt of this Addendum #1 and any subsequent addenda as part of the Proposer Certifications and Representations form, included as Appendix B of the RFP.

Unless specifically changed by addendum, terms of the RFP remain unchanged.

There are no changes to the RFP at this time. Informational items and reference documents provided with this Addendum #1 are listed below.

Item #	RFP Page	RFP Section	Change
1.1	Pg 9	Section 3.8, Proposer Requests for Information	Informational items and reference documents are attached hereto as Exhibit A and incorporated by reference, including: <ul style="list-style-type: none">• Questions received and answers provided• Attendance list for the preproposal meeting held on 1/27/25• Handout of presentation for the preproposal meeting held on 1/27/25• Additional background and reference documents regarding the Loma Vista Pump Station
- End of Addendum #1 -			



Exhibit A to Addendum #1

Questions & Answers

Issue Date: January 31, 2025

The Roseburg Urban Sanitary Authority (RUSA) has received the following questions regarding the Request for Proposals (RFP) and procurement process for the Wastewater Collection System Master Plan Amendment project. These questions and RUSA’s answers are being provided to prospective Proposers known to RUSA to have expressed interest in the project. This information is included as Exhibit A to Addendum #1, which is available to all prospective Proposers at <https://www.sdao.com/roseburg-urban-sanitary-authority-request-for-proposals-wastewater-collection-system-master-plan-amendment-d4499cb>.

Unless specifically changed by addendum, terms of the RFP remain unchanged.

Question #	Question	Answer
1.1	Can I obtain a copy of the attendance list for the preproposal meeting?	The attendance list of the preproposal meeting held on 1/27/25 is attached.
1.2	Can I obtain a copy of the presentation used during the preproposal meeting?	A handout of the presentation for the preproposal meeting on 1/27/25 is attached.
1.3	Is additional information available regarding the city’s UGB swap?	Additional information regarding the City of Roseburg’s UGB Swap can be found at: https://www.cityofroseburg.org/departments/community-development/special-projects/ugb
1.4	Is additional information available regarding the city’s housing code?	Additional information regarding the City of Roseburg’s housing code changes that allow more density in housing developments can be found at: https://www.cityofroseburg.org/departments/community-development/special-projects/middle-housing
1.5	Is additional information available regarding the service area for the Loma Vista Pump Station?	Attached are the following reference documents: <ul style="list-style-type: none">• Loma Vista Lift Station Preliminary Layout, dated 2018-11-08• Loma Vista Trace as of 1-28-25 (lines shown in cyan drain to the Loma Vista Pump Station)
1.6	Please confirm that the scope of work does not include a complete update to the 2004 Wastewater Collection System Master Plan.	This project is intended to produce an amendment to the 2004 Wastewater Collection System Master Plan specific to serving the Charter Oaks area; the scope of work for this project does not include a complete update to the 2004 Master Plan.

Roseburg Urban Sanitary Authority
Exhibit A to Addendum #1 – Questions & Answers
RFP for Wastewater Collection System Master Plan Amendment
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Question #	Question	Answer
1.7	<p>The intent of the scope of work appears to be limited to preparing a preliminary evaluation of two to three options for providing sewer service to the Charter Oaks area, and including a recommended solution for sewerage for this area, all of which would be summarized in a draft Wastewater Collection System Master Plan Amendment. Please clarify the portions of the existing 2004 Wastewater Collection System Master Plan that will require updates as part of the Amendment.</p>	<p>The portions of RUSA’s 2004 Wastewater Collection System Master Plan to be amended may depend on how sanitary sewer service is provided to the Charter Oaks area. Consultants are encouraged to carefully review the 2004 Master Plan to determine what portions of that plan need to be amended to reflect the 2024 UGB Swap and service to the Charter Oaks area.</p>
1.8	<p>The RFP notes that one option is to connect the Charter Oaks service area to the existing collection system. It is anticipated, as noted in the RFP, that a hydraulic model of the existing system must be performed to evaluate the anticipated impacts of the proposed service area. With 2004 Wastewater Collection System Master Plan being over twenty years old, it is unlikely that information presented in the 2004 Wastewater Collection System Master Plan represents existing conditions with respect to collection system mapping, lift station evaluations, projected population/flows/loads, modeling, and various other aspects. There is concern that major updates to the 2004 Wastewater Collection System Master Plan may be necessary to adequately evaluate impacts to the existing collection system that would</p>	<p>Per Section 4.2.3, paragraph 2 of the RFP: “It is anticipated the Consultant may develop a hydraulic model of limited portions of the existing collection system based on data provided by RUSA as needed to evaluate the anticipated impacts of the proposed service options on existing facilities” (emphasis added).</p> <p>The extent of modeling, if any, that may be needed to evaluate impacts on the existing system is left to the discretion and professional judgement of the consultant.</p> <p>RUSA assumes it will not be necessary to amend total system flows or evaluate the entire collection system. The scope of the resulting amendment should be limited to impacts associated with the 2024 UGB Swap and service to the Charter Oaks area.</p> <p>Consultants are encouraged to identify their assumptions regarding system modeling and information to be provided by RUSA as part of the consultant’s proposed Approach and Scope of Work (refer RFP Section 5.2, paragraphs 6 and 8).</p> <p>Plant Flow Data: 2004 Total Annual Flow: 1563.4 million gallons 2004 Peak Monthly Flow: 236.0 million gallons 2024 Total Annual Flow: 1703.54 million gallons 2024 Peak Monthly Flow: 252.06 million gallons</p>

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RFP for Wastewater Collection System Master Plan Amendment
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Question #	Question	Answer
	<p>be affected by connecting the Charter Oaks service area. For instance, will updates to the entire City’s population forecast, flows, lift station evaluations, and other aspects be required? Please clarify the scope of work related to amending the existing Wastewater Collection System Master Plan.</p>	<p>Cost analysis: Options analysis should be limited to the pump station, property acquisition and associated force main. The plan should identify a backbone for the gravity system, but the cost of the gravity system will be the responsibility of the developers as the property is developed.</p>
1.9	<p>The RFP notes that a Technical Memorandum shall be provided and then a draft Wastewater Collection System Master Plan Amendment. Please clarify how the Technical Memorandum would be incorporated into the Wastewater Collection System Master Plan Amendment.</p>	<p>The content of the Technical Memoranda produced in Tasks 2 and 3 are anticipated to become chapters in the resulting amendment to the master plan.</p>
1.10	<p>Will the scope of work include submittal to the Oregon DEQ and approval from DEQ for the Wastewater Collection System Master Plan Amendment?</p>	<p>DEQ has advised RUSA staff that DEQ review of the resulting amendment may not be required. If needed, RUSA staff will be responsible for coordination with DEQ for submission and approval of the master plan amendment.</p>
1.11	<p>Does RUSA have a lift station preferred design or Engineering team?</p>	<p>The past two lift stations installed were specified to be a complete lift station package to include wet well, pumps, valve vault and controls by a single supplier. Flygt pumps with Flygt top basin have been selected as the equipment for all lift stations constructed in RUSA’s service area.</p> <p>Romtec Utilities supplied the last two complete systems; they are a source that can provide cost estimates for the equipment portion of the new lift station that will be included in the master plan amendment.</p>
1.12	<p>Are there any agencies that will require a review before the amendment can be finalized?</p>	<p>Not that RUSA staff is aware of at this time.</p>

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Question #	Question	Answer
1.13	Has there been any coordination with possible permitting agencies?	No. Possible regulatory concerns: 1. Native American Cultural Resources. The Cow Creek Band of Umpqua Tribe of Indians have identified a culturally sensitive site approximately 2.65 river miles upstream of the possible South Umpqua River crossing. Outreach to the Tribe to research the area for cultural resource protections requirements will need to be completed as part of the evaluation of the plan. 2. Possible river crossing will need to take into consideration possible wetlands and the impact that construction may need to mitigate.
- End of Questions & Answers -		

Summary of Attachments to Exhibit A:

1. Attendance List for Preproposal Meeting on 1/27/25
2. Handout of Presentation for Preproposal Meeting on 1/27/25
3. Loma Vista Lift Station Preliminary Layout, dated 2018-11-08
4. Loma Vista Trace as of 1-28-25



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Attachment 1 to Exhibit
A to Addendum #1
—
Preproposal Meeting
Attendance List

Request for Proposals

Wastewater Collection System Master Plan Amendment

Preproposal Meeting – January 27, 2025, 2:00 PM

All meeting attendees must sign in

Pg 1/2

Name	Company	In Person or Virtual (I or V)	Email Address	Phone Number	Request Updates (Y or N)
TYLER J. MOLATORE	DYER PART.	I	tmolatore@dye-part.com	(541) 794-5095	Y
Riley Walsh	Jacobs	I	riley.walsh@jacobs.com	(510) 301-5012	Y
Yarrow Murphy	Leeway Engineering	I	yarrow.murphy@leewayengineering.com	503-936-1724	Y
Rob Lee	Leeway	I	rob.lee@leewayengineering.com	503-828-7542	Y
Chris Young	Parametrix	I	cyoung@parametrix.com	503-893-5288	Y
Pamela Mugisha	Parametrix	I	pmugisha@parametrix.com	361-945-0526	Y



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Request for Proposals

Wastewater Collection System Master Plan Amendment

Preproposal Meeting – January 27, 2025, 2:00 PM

All meeting attendees must sign in

Page 2/2

Name	Company	In Person or Virtual (I or V)	Email Address	Phone Number	Request Updates (Y or N)
SHAD ROUNOY	JACOBS ENGR	V	SHAD.ROUNOY@JACOBS.COM	541-740-9599	Y
BRADY FULLER	JACOBS ENGR	V	BRADY.FULLER@JACOBS.COM	541-318-4716	Y
MATT WADLINGTON	CIVIL WEST ENGINEERING SVCS	V	MWADLINGTON@CIVILWEST.NET	541-266-8601	Y
RODNEY LANGER	DAVID EVANS AND ASSOCIATES	Y	RODNEY.LANGER@DEA.INC.COM	425-586-9751	Y
JOE MILLER	CONSOR	V	JOE.MILLER@CONSORENG.COM	503-281-3970	Y

Attachment 2 to Exhibit A to Addendum #1
—
Presentation Handout for Preproposal Meeting



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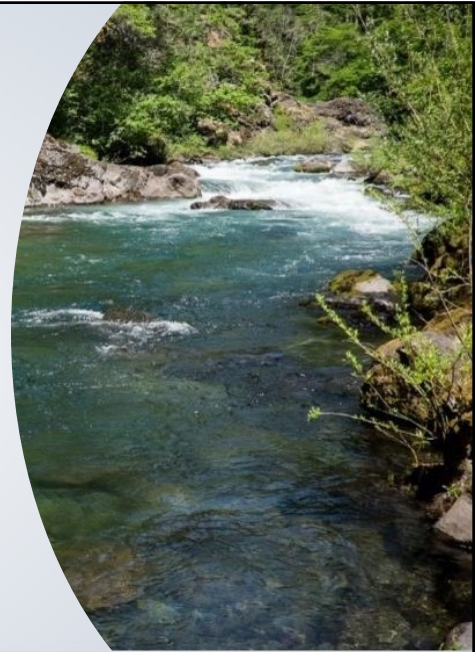
Wastewater Collection System Master Plan Amendment

Preproposal Meeting

January 27, 2025

Ryon Kershner - RUSA Project Manager

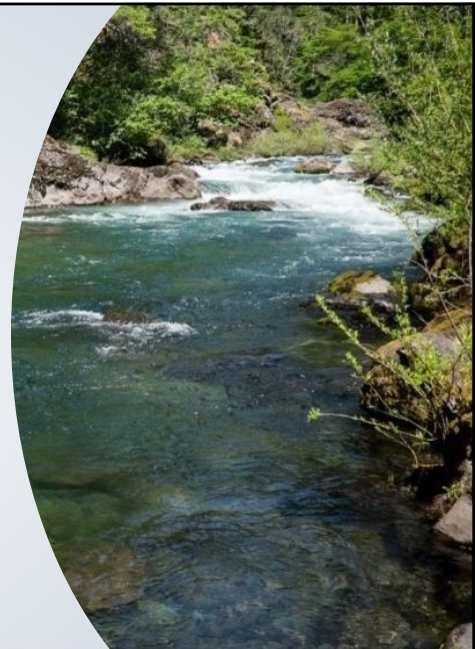
Mark Knudson - SDAO Project Advisor



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Today's Topics

- Introductions
- Meeting Instructions
- Project Background
- Anticipated Scope of Work
- Proposal Requirements
- Q&A / Discussion





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Today's Topics


- Introductions
- **Meeting Instructions**
- Project Background
- Anticipated Scope of Work
- Proposal Requirements
- Q&A / Discussion



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Meeting Instructions

- This is a Mandatory Meeting
 - At least 1 representative from each Proposer must attend
 - Prime consultant only ... subs need not attend
 - Everyone must sign in
 - **Roll call of virtual attendees** ... please identify name & firm (Proposer)
Virtual attendees, please email mknudson@sdao.com with:
 - Name
 - Company
 - Email address
 - Phone number
 - Do you request updates (yes or no)



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Meeting Instructions

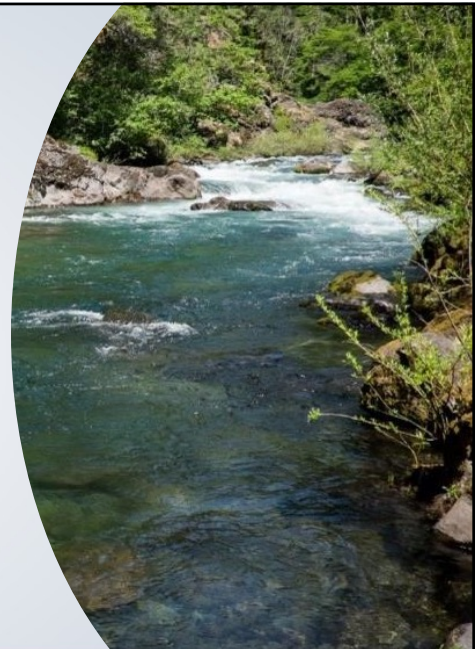
- Meeting is informational – does not change requirements of the RFP
 - Any changes to RFP will be made by addendum
- Notify Project Advisor of interest to receive updates & addenda
 - Indicate on sign-in sheet or email mknudson@sdao.com
- RUSA will issue an addendum on Friday 1/31/25 including:
 - Preproposal meeting attendance list
 - Presentation handouts
 - Q&A to date
- Contact mknudson@sdao.com with questions regarding RFP



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Today's Topics

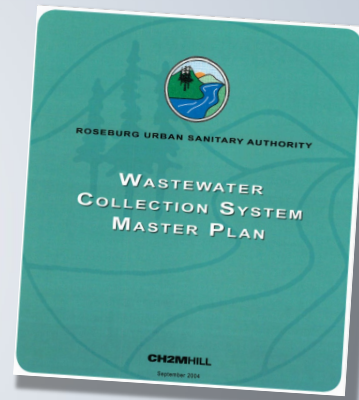
- Introductions
- Meeting Instructions
- **Project Background**
- Anticipated Scope of Work
- Proposal Requirements
- Q&A / Discussion



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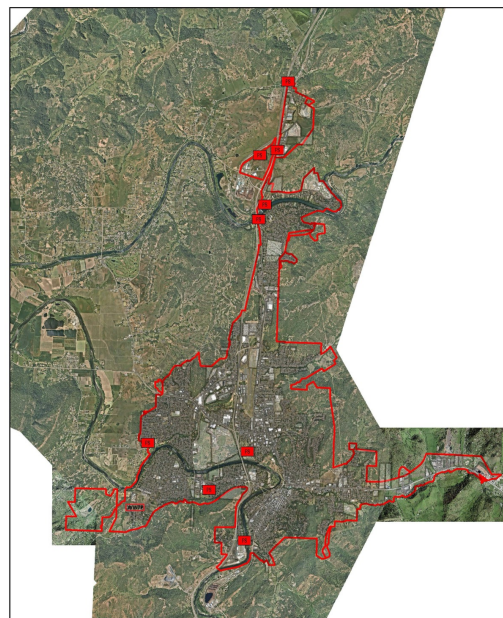
2004 Collection System Master Plan

- Goals:
 - Fulfill planning requirements of ORS 450.825
 - Provide plan for logical expansion, repair & Maintenance of sewage collection system
- Basis:
 - City's Urban Growth Boundary at the time
 - Target flows for 2020 & build-out in 2055
 - Prepared population projections & demand forecasts through 2045



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The RUSA Wastewater Collection System



This map is for displaying general information.
For detailed information structures must be field verified and located.



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Driver for Amendment to 2004 Wastewater Collection System Master Plan

**The 2024 UGB Swap:
Addition of 220-acre Charter
Oaks area**

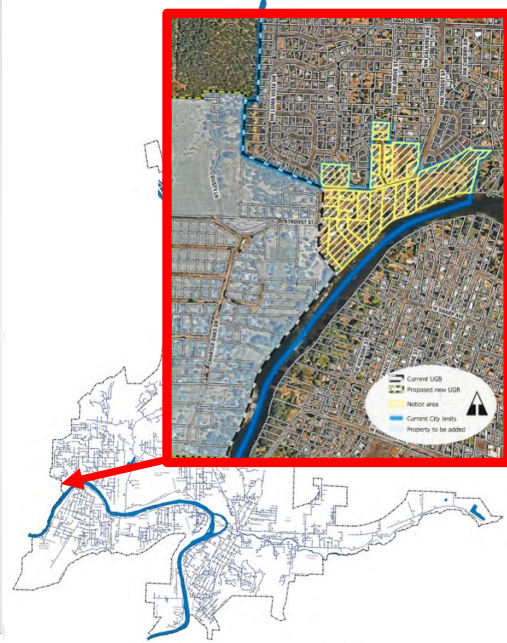


Figure ES-1
RUSA Service Area
RUSA Wastewater Collection System Master Plan

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Potential Significance of Charter Oaks Addition

- Up to 673 new dwelling units
- Single family vs multi-family

Anticipated Impact to RUSA System

- Addition of new pump station
- Existing collection system flow increase
- Additional river crossing

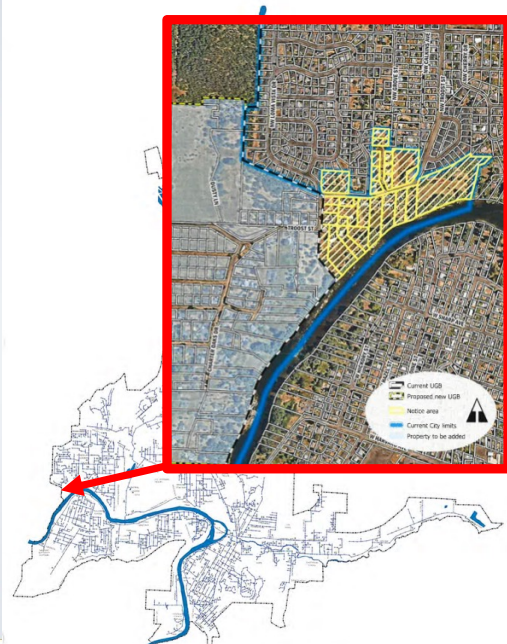




Figure ES-1
RUSA Service Area
RUSA Wastewater Collection System Master Plan

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Today's Topics

- Introductions
- Meeting Instructions
- Project Background
- **Anticipated Scope of Work**
- Proposal Requirements
- Q&A / Discussion




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Anticipated Scope of Work

In General

- An amendment to the 2004 Collection System Master Plan to reflect changes needed to serve Charter Oaks
- Does not include complete update to the 2004 Master Plan
- Portions of the 2004 Master Plan that are to be amended should be identified by the consultant based on the recommended improvements needed to serve Charter Oaks
- System modeling, if any, is at the consultant's discretion and professional judgement
- Assumptions regarding the scope of services (e.g., modeling) and information requirements should be identified in Consultant's proposed Scope of Work



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Anticipated Scope of Work

Task 1 – Reconnaissance

- RUSA to supply know system changes since 2004 Master Plan, system mapping
- Consultant to become familiar with study area and system
- Establish project management standards and procedures

Task 2 – Planning & Evaluation Criteria

- Consultant to propose anticipated planning criteria (time horizon, population projects, I&I allowance, timing of development, etc.)
- Consultant to propose anticipated criteria for evaluation of service options (capacity, reliability, flexibility, capital and O&M costs, etc.)
- Draft and Final Technical Memorandum



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Anticipated Scope of Work

Task 3 – Identification & Evaluation of Service Options

- Identify two to three options (infrastructure, timing, connections, etc.)
- Evaluate options against criteria from Task 2; identify proposed recommendation
- Draft and Final Technical Memorandum

Task 4 – Preferred Option

- Prepare draft Wastewater Collection System Master Plan Amendment
- Present proposed draft Amendment to RUSA Board

Task 5 – Final Plan Amendment

- Prepare final Wastewater Collection System Master Plan Amendment based on input from staff, Board and public



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Anticipated Scope of Work

Budget

- Tasks 1 through 5: \$150,000
- Proposers encouraged to suggest changes to scope of work to achieve RUSA's anticipated budget and goals for the project

Schedule

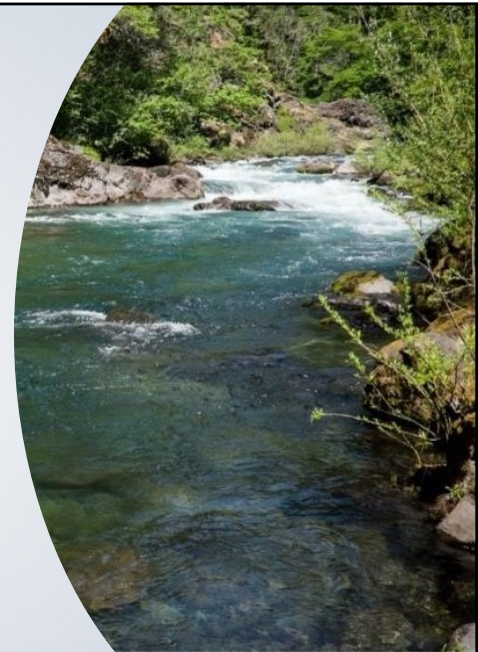
- Tasks 1 through 5: within six (6) months following notice to proceed
- Preliminary list of proposed improvement projects and costs by August 15, 2025 to assist in RUSA budget development



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Today's Topics

- Introductions
- Meeting Instructions
- Project Background
- Anticipated Scope of Work
- **Proposal Requirements**
- Q&A / Discussion



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Proposal Requirements

- Procurement Schedule per RFP
 - Deadline to meet with RUSA staff: January 30, 2025
 - Deadline to submit questions: January 31, 2025 at 5:00 PM
 - **Proposals must be received by February 13, 2025 at 2:00 PM**
 - Goal for approval of contract award: March 12, 2025 Board meeting
- Proposal Format and Content per RFP
- Proposal submitted digitally to Project Advisor: mknudson@sdao.com
 - Single PDF file, including all proposal content (cover, dividers, appendices)
 - Email attachment limited to 10 MB – contact Project Advisor for alternative delivery option



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Proposal Requirements


- DO NOT INCLUDE FEE PROPOSAL in Proposal
- Evaluation criteria and maximum points per RFP
- Interviews optional; may be scheduled with highest-ranked firms at RUSA's discretion
- Fee Proposal to be submitted by highest-ranked finalist within 3 business days of Notice of Intent to Negotiate per Section 6.5 of RFP



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Today's Topics

- Introductions
- Meeting Instructions
- Project Background
- Anticipated Scope of Work
- Request for Proposals
- **Q&A / Discussion**



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Q&A / Discussion

RUSA Project Manager
Ryon Kershner, Engineering Technician

- ryon@rusa-or.org

SDAO Project Advisor (for questions on RFP, proposal, process)
Mark Knudson, Senior Consultant

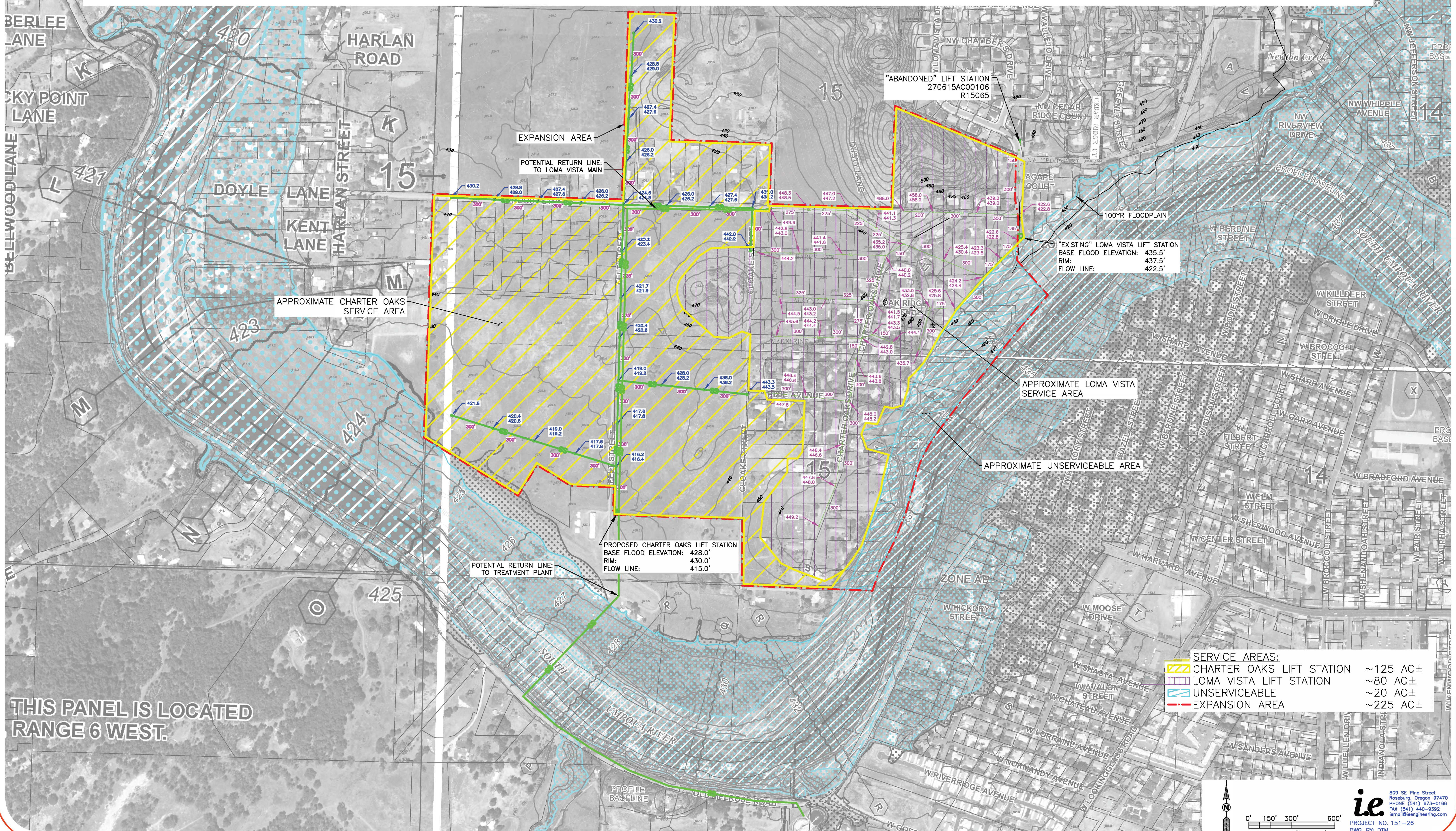
- mknudson@sdao.com
- 503-319-5256



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LOMA VISTA LIFT STATION PRELIMINARY LAYOUT

EXHIBIT #2 - UPDATED 2018-11-08



THIS PANEL IS LOCATED
RANGE 6 WEST.

SERVICE AREAS:

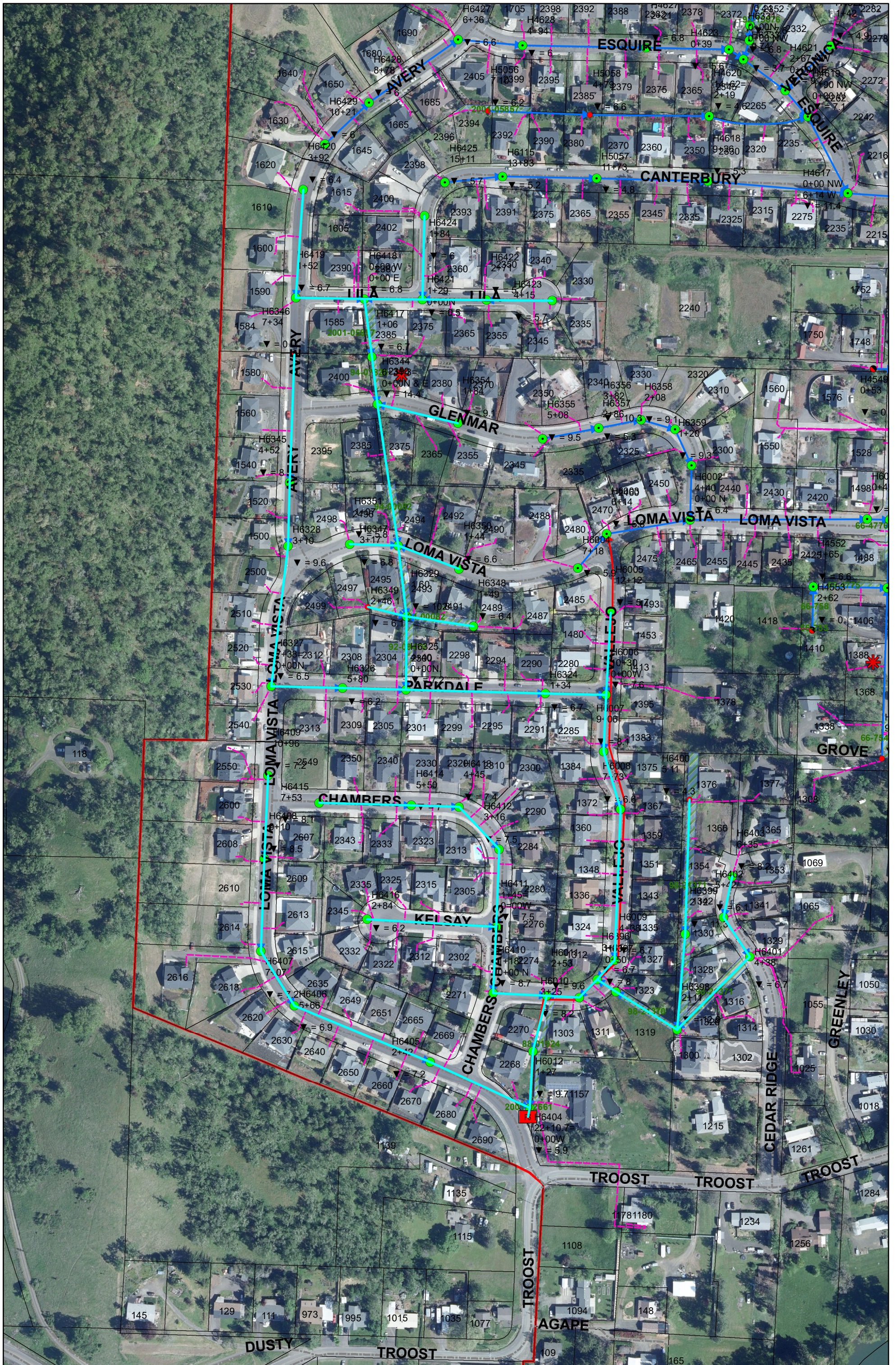
	CHARTER OAKS LIFT STATION	~125 AC±
	LOMA VISTA LIFT STATION	~80 AC±
	UNSERVICABLE	~20 AC±
	EXPANSION AREA	~225 AC±

SCALE: 1" = 300'

809 SE Pine Street
 Roseburg, Oregon 97470
 PHONE (541) 673-0168
 FAX (541) 440-9392
 jemolli@ieengineering.com

PROJECT NO. 151-26
 DWG BY: DTM

Nov 08, 2018
 2:\038\0151-26\038\0151-26 Loma Vista Lift Station\0151-26 Design\Phase 2 - Update\2018-11-08.dwg



Attachment 4 to Exhibit A to Addendum #1 —
Loma Vista Pump Station Trace

