



Town of Rye BUILDING DEPARTMENT

Peter E. Rowell CFM
Building Inspector

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REQUEST FOR PROPOSAL FOR PROFESSIONAL SERVICES

I. Statement of Purpose

The Town of Rye NH (Town) requests a proposal from a qualified professional or firm to provide recommendations regarding the portion of its *Building Code section 7.9 Effluent (BC)* dealing with the onsite treatment and disposal of effluent from business and dwellings within the town with the specific purpose of minimizing the discharge of pathogenic organisms to adjacent surface waters. This will include research to determine which type of individual sewage disposal systems (ISDS) will best treat residential and commercial wastewater from this perspective.

II. Background Information

The Town has many dwellings located on small lots with marginal areas for the installation of individual sewage disposal system (ISDS) in tidal areas of the Parsons Creek watershed. Most of these lots are developed with dwellings, many having ISDS that were installed many years ago and may not be supplying optimal treatment. The dwellings are in areas with high water tables, high ledge depths, and are close to tidal wetlands and the ocean. Some of the surface waters have been identified by NH DES and the EPA as impaired and the outlet of Parsons Creek periodically contains elevated fecal coliform densities in excess of state standards. Revisions to the BC must assure that the town requires ISDS in these areas that protect its residents and visitors from possible health issues associated with untreated human waste. Depending upon the recommendations provided, the Town will consider requiring the installation of wastewater treatment and disposal technologies in these sensitive settings that are more advanced than conventional septic tank/leachfield alternatives allowed by existing Town and state requirements. Information is specifically needed on the likelihood of such advanced technologies of significantly minimizing the discharge of pathogenic organisms to surface water. The information and recommendations needed is not site specific, but rather technology specific.

III. Scope of Work

- Review annual reports by the DES/EPA 319 grant.
- On-ground observation of the area of concern.
- Review current BC and information provided by the Building Inspector on existing on-site systems.
- Review DES rules concerning ISDS.
- Interview Town & DES employees that deal with the BC and the impaired watershed.
- Review on-site treatment and disposal technologies currently available for accomplishing the stated objectives. Provide detailed manufacturer's information on selected technologies.

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- Determine the best types of ISDS that need to be required to assure that the surface waters of the tidal portions of the Parsons Creek watershed are safe from potential for human contamination that may be caused by the operation of ISDS.
- Estimate the capital and annual cost differential for a typical residence of the Town requiring the installation of identified advanced technologies, based on manufacturer's quotes and consultant's experience.
- Meet with the town staff and a representative of the Board of Selectmen and of NHDES to report findings prior to preparing a final report.
- Present a BRIEF final report, which may be by PowerPoint or similar presentation software, and provide specific written language regarding recommended code revisions to accomplish the identified objectives, and manufacturer's literature on candidate technologies.

IV. Outcomes and Performance Standards

Recommendations regarding specific language for the BC to address issues that are specific to the Town's unique situation with the goal of accomplishing the objectives identified herein.

V. Deliverables

Submission of recommendations regarding code language in the form currently used by the BC for review by the Town staff, the Board of Selectmen and the town attorney.

VI. Term of Contract

Contract to begin at signing of agreement to be completed within 90 days.

VII. Payments, Incentives, and Penalties

To be determined

VII. Contractual Terms and Conditions

To be determined upon acceptance of proposal. All contracts will be governed by NH State Law.

VIII. Requirement for Proposal Preparation

All proposals shall include at a minimum;

1. Names of all personal that will be working on the proposal
2. Qualification of all personnel proposed for the project.
3. The proposer's approaching to accomplishing the objectives of this RFP.
3. List similar contracted work done in the past 5 years.
4. Reference contacts for similar work completed within the past 5 years.
5. Proposed fees for accomplishing the scope of work presented in a separate sealed envelope from the qualifications and project scope submittal.
6. Cost for each in-person presentation to Rye Board of Selectmen (BOS). There may be more than one presentation.
7. Any suggestion that may lead to a better code and overall outcome.

IX. Evaluation and Award Process

Proposal will be evaluated by the town employees and the Board of Selectmen.

XII. Process Schedule

Request for information shall be received no later than November 25, 2016.

All proposals shall be submitted to the town by December 15, 2016.

Town will make final decision in a December/January time frame.

XIII. Points of Contact for Future Correspondence.

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