

CERTIFICATE OF ACKNOWLEDGMENT OF RECEIPT OF ADDENDUM

THE CITY OF READING

ADDENDUM NO. 1

RFP: Local Limits

DUE DATE: 3:00 P.M. Prevailing Time,  
October 30, 2014

NOTICE

This addendum must be signed, attached to, and returned with your proposal to the City of Reading by the time and date indicated ABOVE:

1. Will the City make available its *2013 Industrial Pretreatment Program Annual Report* (as submitted to EPA in March 2014)?

***The City will provide this to the successful proposer.***

2. Under “Scope of Selected Consultant’s Basic Services” on Page 2 of the RFP, the City states that it will develop the Sampling Plan and Pollutants of Concern. Development of the Sampling Plan and Pollutants of Concern is the first step of a Local Limits Re-Evaluation and typically involves a comprehensive analysis of all historical data. The Sampling Plan and proposed Pollutants of Concern must be submitted for approval by EPA. Is this the City’s intent?

***Yes, the City reviewed the collection system, current local limits, and prior sampling plan to develop and document an updated sampling plan for both the collection system and wastewater treatment facilities.***

3. Will all additional, supplemental sampling and analysis, as outlined in the Sampling Plan to be approved by EPA, be the responsibility of the City?

***Yes, the City performs its own sampling and accredited analysis whether directly or by contract.***

4. The RFP does not appear to specify a deadline for the Local Limits development.
  - a. Has the PA DEP (or other regulatory entity, US EPA, etc.) required a new Headworks Analysis be performed for the City’s WWTP and, if so, what is the deadline?
  - b. Or, is the deadline at the discretion of the City?

***The schedule and deadline is contained in the City’s NPDES permit and is being discussed with the regulators.***

5. The Scope of Work requires the selected firm to develop Legal Authority language to reflect the Local Limits updates. And, typically, the US EPA requires a full Legal Authority package containing Ordinances, Resolutions, Industrial User (IU) Permits, and Intermunicipal Agreements.
  - a. Does the defined Scope of Work include revisions to the existing Industrial User Permits (by the selected firm)?
  - b. Does the defined Scope of Work include revisions to the Intermunicipal Agreements with the affected municipalities (by the selected firm)?
  - c. Should we consider either (or both) of these tasks to be classified as “Additional Services”?

***The City expects the sewer use ordinance updates to be completed as well as modifications to the boilerplate language in the industrial user permits. Intermunicipal agreement updates are not included in this scope. Please include an applicable rate sheet used for pricing additional related services.***

6. The Scope of Work requires a submittal package for submission to the US EPA. Is this only a Local Limits Development submittal (with proper Legal Authority documentation), or is it a full IPP report/submittal?

***The submittal to US EPA is for the re-evaluation of local limits based upon a headworks analysis. Other factors to be included are addressed in the RFP and other questions.***

7. Will the selected firm be required to coordinate additional sampling with the Industrial Users, or only analyze existing sampling data?

***The City maintains a multi-year database of industrial user sampling data.***

8. Should we include IU inspections and additional sampling coordination under “Additional Services”?

***IU inspections and sampling would be considered an additional service if deemed necessary for the local limits development or another related project.***

9. Will the City make available to us any IPP-related spreadsheets in active, Excel format (or other *electronic* format)?

***The City will provide this to the successful proposer.***

10. Are all historical industrial User (IU) and/or Wastewater Treatment Plant (WWTP) sampling data available in *electronic* format for our use?

***The City will provide this to the successful proposer. Most WWTP data is in Excel and IU data is tracked in commercial software with compliance tracked both in Excel and commercial software.***

11. Will the City make available any previous Local Limits calculation spreadsheets as reference?

*No.*

12. Will the City provide us with existing Legal Authority documents and Sewer Use Ordinance(s) as reference?

*These are available on the City's website at:*

*[http://www.readingpa.gov/sites/default/files/council/ordinance/master\\_nco/Codified\\_Ordinances.pdf](http://www.readingpa.gov/sites/default/files/council/ordinance/master_nco/Codified_Ordinances.pdf)*

13. Are all of the industrial users in compliance?

*No, but more recently the issues are more sporadic or administrative in nature leading to SNC.*

14. Does the City have sampling data for all of the industrial users discharging to the WWTP?

*The City has sampling data for all currently permitted IUs.*

15. Does the City have a target capacity to maintain for additional industrial users? Also, has the EPA mandated a Safety Factor or Growth Allowance for the headworks analysis?

*The City will explore this during the local limits development as there is not a mandate.*

16. If available electronically, please provide a copy of the Consent Decree resulting from Civil Action 04-05696.

*The City will provide this to the successful proposer, if requested.*

17. Please provide the City's initial list of POCs.

*Beyond conventional pollutants, the following are the pollutants of concern with the respective method detection limits:*

**Arsenic (T) – 0.25 - 0.001 mg/L**  
**Cadmium (T) – 0.05 - 0.005 mg/L(200.7) 0.0005 mg/L (200.8)**  
**Chromium (T) – 0.25 – Same as cadmium**  
**Copper (T) - 0.25 – 0.005 (200.7) 0.001(200.8)**  
**Cyanide (T) - .5 - 0.005 mg/L**  
**Lead (T) - 0.3 – 0.01 (200.7) 0.0001 (200.8)**  
**Mercury (T) - 0.004 – 0.0001 mg/L**  
**Molybdenum (T) Monitor only – 0.01 mg/L**  
**Nickel (T) - 2.0 - 0.005 mg/L(200.7) 0.0005 mg/L (200.8)**  
**Phenols (T) - 1.0 – 0.005 mg/L**  
**Silver (T) - 0.75 – 0.005 mg/L (200.7) 0.0005 mg/L (200.8)**

**Zinc (T) - 0.75 – 0.005 mg/L**  
**Total Oil and Grease (HEM Method) – 100 - 5 mg/L**  
**Non-Polar Oil and Grease (SGT-HEM)- 25 – 5 mg/L**  
**Phosphorus (T) - Monitor only - 0.05 mg/L**  
**Cyanide (Free) – 0.005 mg/L**

18. Is there a summary of plant influent data and loadings?

*Yes, the City will provide this to the successful proposer. The City does not have a true influent sampling point without internally-recycled flows. Rather, the City has been required under the Consent Decree to sample at two headworks facilities and calculate a flow-proportional influent until such time as a representative influent sampling locations is available.*

19. Please confirm background sampling & analysis was completed in non-industrial areas of the collection system.

*Yes, this was done in areas throughout the collection system to be representative of the various non-permitted contributors as well as the different water suppliers.*

20. Please confirm sampling & analysis was completed at headworks & at intermediate points in the WWTP.

*Yes, this was completed as discussed with US EPA in the planning phase.*

21. Was the sampling program completed in its entirety? Please confirm no additional sampling is expected.

*Additional sampling is not anticipated but the selected consultant is expected to review results for anomalies in particular.*

22. Please provide a copy of the EPA-approved sampling plan and the results, so that we may determine the level of effort required for analysis.

*Collections system sampling occurred at 21 locations for a total of 62 24-hour composite samples, including both weekday and weekend sampling events, to be representative of the flow quality and quantity of discharges throughout the entire service area. Events are pro-rated based upon the flow received from each municipality and the type of flows – older versus newer construction and nature - residential, commercial, and institutional. Plant sampling occurred at influent, effluent, and key internal points as discussed with US EPA during the planning phase. Results will be provided to the successful proposer.*

23. How many industrial users are currently on the program?

*Currently, thirty-six (36) significant industrial users re-permitted, of which ten (10) are categorical. Additionally, the city permits eleven (11) non-significant industrial users.*

***The currently permitted industries are contained within four (4) Contributing Municipalities and the City.***

24. Please provide a copy of the City's Industrial Pretreatment Ordinance (we couldn't locate it on your website).

***These are available on the City's website at:***

***[http://www.readingpa.gov/sites/default/files/council/ordinance/master\\_nco/Codified\\_Ordinances.pdf](http://www.readingpa.gov/sites/default/files/council/ordinance/master_nco/Codified_Ordinances.pdf)***

25. It is understood that the City of Reading (City) was issued its NPDES permit on November 25, 2013. Part C.III.E of this Permit requires the submission of the Local Limits reevaluation within one (1) year of permit issuance, or by November 25, 2014. Proposals for this Local Limits RFP are due October 30, 2014 and the City will likely take several weeks to make a decision of award, which leaves little or no time to complete the Local Limits evaluation by the November 25, 2014 due date. Has the City negotiated a different deadline with EPA and DEP for submission of the Local Limits Evaluation after the November 25, 2014 due date?

***The City has experienced several unplanned delays and is discussing this with the regulators. We anticipate further discussion once selecting the successful proposer.***

26. Section II.D.2 of the RFP refers to Attachment XX flow schematics of the service area and WWTP processes. There is no Attachment XX with the RFP. Can this attachment be provided?

***This information is located on the City's website at:***

***<http://www.readingpa.gov/content/existing-wwtp-flow-schematics-and-layout>***

27. Can the City please provide a copy of the DEP Fact Sheet (Water Protection Report) complete with the PENTOXSD modelling that DEP prepared as background for the NPDES permit issued in November 2013?

***The City will provide this to the successful proposer.***

28. Section V of the Local Limits RFP refers to Attachment 3 for a proposed contract. However, the RFP contains a proposed Consulting Agreement as Attachment 1. Therefore, should Section V refer to Attachment 1 instead?

***Yes.***

29. If additional sample collection and analytical testing is deemed to be necessary after review of the existing analytical data provided by the City, will the City contract the analyses with an accredited environmental laboratory or are we required to show an accredited environmental laboratory as a subcontractor in our proposal? Until the City's analytical data is reviewed, it is difficult to provide a cost estimate for potential laboratory testing.

***The City performs its own sampling and accredited analysis whether directly or by contract.***

30. The second paragraph of Section II.F, Project Schedule, states a proposed schedule for completion of the Project is set forth in the RFP and that proposers are required to include these milestones. Please clarify where such project schedule milestones are located.

***Please propose your most accelerated completion schedule with milestones through submittal to US EPA. Please include time for potential situations to show the full anticipated schedule range for discussion purposes and indicate key milestones.***

31. As has been the case with other Reading City solicitations, will the City accept a general statement of the proposer's financial condition, in lieu of a certified annual report? If not, please clarify what constitutes a certified annual report?

***Directly from the RFP, the Proposer's most recent certified annual report, including balance sheets and profit and loss statements, must be submitted with the Proposal. All information pertaining to the financial soundness of the Proposer shall be marked by the Proposer as "Confidential". The City of Reading will contract only with a Proposer found to be financially sound. In addition, the City should be notified if there is (are) a major claim(s) against the Proposer that could affect its ability to perform the Project.***

***It is the City's goal to have evidence of an independent financial evaluation to indicate the financial soundness of the Proposer.***

I, HEREBY CERTIFY THAT THE CHANGES COVERED BY THIS ADDENDUM HAVE BEEN TAKEN INTO ACCOUNT.

Firm Name (Type or Print)\_\_\_\_\_

Authorized Signature \_\_\_\_\_

Title\_\_\_\_\_

Name (Type or Print)\_\_\_\_\_

Date\_\_\_\_\_