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1 PROJECT BACKGROUND AND PURPOSE

1.1 BACKGROUND

1.1.1 The American Samoa Power Authority (ASPA), through its Water Division, serves as the primary utility responsible for the production, treatment, distribution, and quality monitoring of potable drinking water for residents across American Samoa, including the remote island of Aunu'u. On Aunu'u, ASPA operates a limited number of coastal groundwater wells that tap into a thin and highly vulnerable basal freshwater lens. Due to chronic saltwater intrusion and elevated chloride levels, the utility employs supplemental treatment measures to produce palatable and safe drinking water.

1.1.2 ASPA is also responsible for maintaining the Aunu'u water distribution network, water storage infrastructure, and regular water quality testing to ensure compliance with Safe Drinking Water Act. Given the island's extreme vulnerability to sea-level rise, drought, and aquifer chloride intrusion, ASPA continues to pursue long-term solutions, such as desalination, to provide a more reliable and sustainable potable water supply to the residents of Aunu'u.

1.1.3 ASPA selected a package desalination treatment process (skid) manufactured by Moerk Water Australia. The treatment unit is currently stored by ASPA on the main island of Tutuila. ASPA secured a site on the island of Aunu'u to accommodate the package treatment skid as well as the necessary supporting infrastructure to complete the functional water treatment, supply, and storage facility described herein. ASPA engaged with American Samoa Government (ASG) and U.S. Federal agencies to develop a preconceptual plan for the main components of the new water treatment facility and identified critical permitting constraints and requirements.

1.2 PURPOSE

The purpose of this RFP is to solicit proposals from qualified Architect/Engineering (A/E) firms for design of a new seawater reverse osmosis (RO) desalination facility for the American Samoa Power Authority (ASPA). The selected A/E will deliver engineering design for fully functional, sustainable, and regulatory-compliant desalination plant - including all new mechanical, electrical, civil, structural, and process components that integrate with ASPA's Aunu'u water system operational criteria.

1.3 SCHEDULE

1.3.1 **Anticipated Performance Period:** The performance period and all submittal dates are **to be proposed by the Offeror**.

1.3.2 Each Offeror **shall** include in its proposal:

1.3.2.1 **a. Capability statement (Attachment B).**

A written statement of the Offeror's current workload and capability to complete the Work. Identify key staff availability, Aunu'u mobilization constraints, and any other factor that could affect on-time completion.

1.3.2.2 **b. Proposed Deliverables Schedule (Attachment B)**

A proposed project schedule in the **same table format as §6.1.3**, with the Offeror's estimated calendar dates (in calendar-days or calendar-week durations measured from the Offeror's proposed project kickoff date) for every submittal and milestone listed below. Do not leave any line blank.

1.3.3 State the Offeror's proposed date for Final Deliverables and confirm that the Offeror can complete Base Design Services by that date with the staff named in the proposal.

1.3.4 Proposals that do not include the capability statement and the completed schedule table will be considered non-responsive.

1.4 LOCATION:

1.4.1 The design services contract described in this scope of work will be administered by ASPA in Tafuna, American Samoa**.**

1.4.2 The Project is located on the island of Aunu'u. The project boundary is located by the red line as shown in Figure 1, below. Access to Aunu'u is by water taxi, approximately 1 mile from the main Island of Tutuila. Water taxis operate frequently, six days per week with a cost typically under $10 per person, one-way.

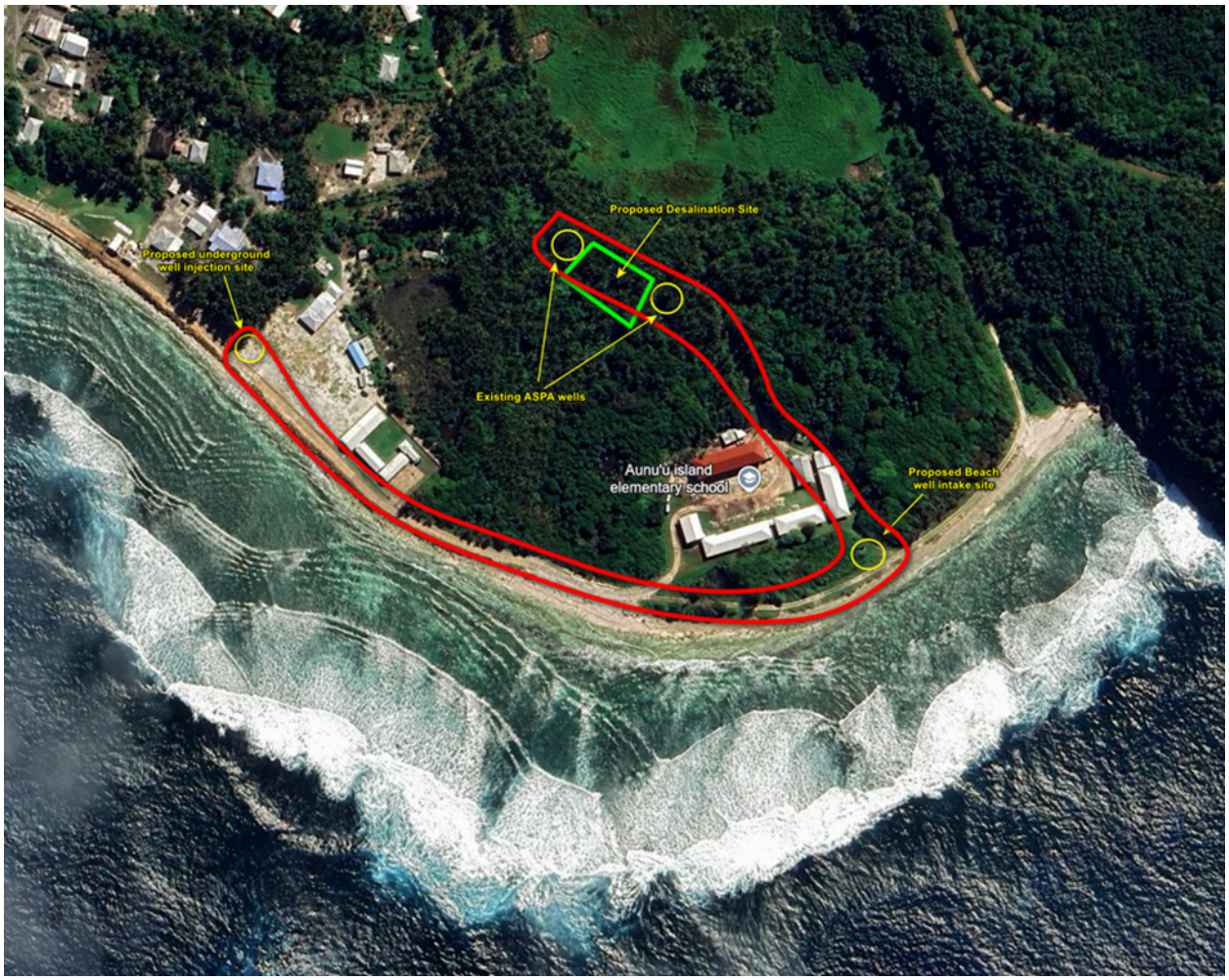

Figure 1: Approximate Project Boundary

1.5 PROJECT IDENTIFICATION:

1.5.1 The project shall be referred to as Aunu'u Desalination Plant and listed on all project correspondence and submittals**.**

1.6 OWNER FURNISHED DESIGN AND SUPPORT:

1.6.1 ASPA pre-conceptual facility site drawings

1.6.2 ASPA's Aunu'u water system design criteria including current and design (future) drinking water demands, water quality standards, pressures, storage volumes, system redundancies (mechanical, electrical, and civil), and emergency operation requirements.

1.6.3 ASPA will perform all initial land surveying and right-of-way determinations as required by the A/E for completion of the tasks described herein.

1.6.4 ASPA staff will use the conceptual design deliverables to initiate landowner access approvals where the design extends beyond the existing ASPA footprint on Aunu'u.

1.6.5 ASPA Archaeology staff shall be kept informed of proposed facility locations, beach well intake alignments, and brine injection well locations. They will use the conceptual design to determine which areas require cultural resource clearance.

1.6.6 A backhoe and/or excavator for the geotechnical and hydrogeologic data collection conducted by the A/E for completion of subsurface design including, but not limited to, buried distribution pipe, foundations, raw water intake, hydrogeologic data, and brine disposal.

1.6.7 All existing ASPA electrical, mechanical, civil, and distribution infrastructure information on Aunu'u. ASPA shall furnish the Consultant with schematic maps of the existing Aunu'u water distribution system and as-built records for any related facilities.

1.6.8 Design and O&M manual for the ASPA purchased desalination skid to be supplied by ASPA to A/E. The skid is housed in 20-ft, high-cube ISO container.

1.6.9 A 100,000-gallon bolted steel seawater storage tank design will be provided by ASPA to the Consultant for integration into the overall facility design. The ASPA design specifies internal coatings, cathodic protection, level instrumentation, and overflow/vent piping designed in accordance with AWWA D100 and D103 standards.

1.6.10 ASPA will furnish detailed designs for a 30,000-gallon bolted steel finished-water storage tank.

2 GENERAL REQUIREMENTS

2.1 SUPPLIES AND SERVICES

2.1.1 The A/E shall provide all personnel, travel, equipment, supplies, subconsultant services, and incidental costs required to execute the complete Scope of Work.

2.1.2 Submission of a proposal shall constitute the A/E's acknowledgment and acceptance of existing site conditions, regulatory, climate, and logistical challenges in American Samoa and on Aunu'u Island. No claims for additional compensation arising from lack of familiarity will be entertained.

2.2 PROFESSIONAL REGISTRATION

2.2.1 The A/E, under the direction of its designated U.S. Registered Professional Engineer of Record (EOR) licensed in a U.S. jurisdiction with authority to

practice in American Samoa (or eligible for comity licensure in Hawaii or Guam), shall develop conceptual alternatives, detailed construction drawings, technical specifications, cost estimates, and otherwise perform construction support services under the additive alternate modifications herein.

2.2.2 All final deliverables requiring professional engineering certification or stamping shall bear the seal and signature of the U.S. Registered PE EOR. Supporting technical work, hydraulic modeling, calculations, geotechnical evaluations, and preliminary designs may be prepared by qualified engineers (including those holding Chartered Engineer status or professional licenses from other jurisdictions), provided such work is performed under the direct supervision of, and is reviewed and approved by, the EOR prior to incorporation into any stamped deliverables.

2.3 Quality Assurance / Quality Control

The A/E shall be responsible for the professional quality, technical accuracy, and the coordination of all designs, drawings, specifications, and other services furnished by the A/E. The A/E shall, without additional compensation, correct or revise any errors or deficiencies in its designs, drawings, specifications, and other services.

2.4 Codes and Standards

2.4.1 All work shall be performed in accordance with local, state, and federal codes and standards. As provided in Section 4.4.4 herein, the A/E shall complete an analysis of all applicable codes and ordinances that may apply, and any regulations that affect design and construction, and any permits that will be required for the proposed facility.

2.4.2 Design shall incorporate, where applicable, Ten State Standards, American Water Works Association (AWWA) manuals, USEPA Safe Drinking Water Act guidelines, International Desalination Association (IDA) best practices, and other regulatory standards governing membrane treatment, intake structures, and concentrate management.

2.5 Type of Agreement

Upon notice of Intent to Award by ASPA, it is expected that the selected firm will review and sign ASPA's standard agreement for professional services. Interested A/Es are expected to carefully review ASPA's standard form of agreement and advise ASPA in the proposal if any of the terms or conditions of the agreement are objectionable. If any provisions are objectionable, the A/E must provide alternate terms and conditions which are acceptable to it.

3 SCOPE OF SERVICES

3.1 MEETINGS AND TRAVEL

3.1.1 The A/E shall initiate and participate in biweekly remote/virtual progress meetings with ASPA and the Project Engineer to review schedule adherence, design development, and resolution of any emerging technical or permitting issues.

3.1.2 The work consists of the mobilization and demobilization of the A/E's personnel, subconsultants, and resources necessary for performing the professional design and engineering services required under this scope of work. Mobilization and demobilization for field investigation activities (geotechnical and hydrogeologic) are included in the respective base bid items (Items 8 and 9 of the bid form).

3.2 ENGINEERING DESIGN

3.2.1 The Consultant shall conduct a site-specific geotechnical investigation and structural assessment of all proposed buildings and foundations on the Aunu'u site, delivering a formal report with recommendations for seismic and corrosion-resistant design parameters.

3.2.2 The Consultant shall conduct a hydrogeologic investigation necessary to perform engineering calculations for brine injection capacity, and the modeling, and constructability assessments for the preferred raw water intake configuration.

3.2.3 The Consultant shall perform a detailed analysis and hydraulic capacity evaluation of the beach well intake system incorporating site-specific hydrogeological data, seawater quality

3.2.4 All process, intake, distribution, and brine piping networks shall be sized using numerical hydraulic modeling software such as EPANET, WaterCAD, or an approved equivalent.

3.2.5 Design and detail all necessary interface and supporting elements, including but not limited to: foundations and structural supports (if not fully detailed in furnished designs), interconnecting piping manifolds/valving, electrical power distribution and control tie-ins, instrumentation connections, site grading/drainage, access platforms/stairs/ramps, and any required containment or bunding.

3.2.6 A 30,000-gallon bolted steel finished-water storage tank shall be provided downstream of the RO process, complete with mixing systems, level sensors, and appurtenances compliant with AWWA standards for potable water storage. This tank design will be provided by ASPA to the Consultant for integration.

3.2.7 An operator room, preferably positioned adjacent to the desalination container, shall be incorporated into the scope. The space must feature proper illumination, electrical outlets, suitable area for desk and table placement, sanitary facilities including a sink, shower, and toilet, along with secure storage capacity for spare parts inventory.

3.2.8 Design shall include a dedicated booster pumping station and chlorination building equipped with chemical feed systems for disinfection, pH adjustment, and corrosion control, sized through rigorous pump curve analysis, motor horsepower calculations, and variable frequency drive (VFD) selection to meet required flow and pressure demands. The preferred pumps for all booster stations in this facility are Grundfos CRE Vertical multistage centrifugal pumps with integrated frequency converter.

3.2.9 A second dedicated booster pumping station shall be designed to convey treated water from the 30,000-gallon finished-water tank either uphill to an existing storage reservoir or directly into the existing Aunu'u distribution network, incorporating full hydraulic analysis.

3.2.10 Brine concentrate disposal shall be designed for underground well injection, including geotechnical evaluation for the injection well(s) and compliance with Underground Injection Control (UIC) permit requirements under applicable federal and American Samoa Government (ASG) regulations.

3.2.11 Upon request by ASPA, all engineering calculations necessary to support the design shall be developed and submitted in legible format. The calculations must be complete to permit checking and review of critical design elements. The calculations shall be identified by project title, date, and the individual who performed and reviewed the calculation.

3.2.12 The A/E shall field-verify all critical dimensions and utility locations provided by ASPA.

3.3 CONSTRUCTION DRAWINGS

3.3.1 The A/E shall complete bid-ready construction drawings for the proposed project. Drawings shall be developed at the conceptual, 35%, 65%, and 95% design phases. Construction drawings shall embody adequate architectural, landscape architectural, civil, structural, mechanical, and electrical drawings, as needed, with details, dimensions, notational information and other data to ensure that the Construction Contractor has a complete understanding of all elements of work. Construction drawings shall adhere to uniform CAD standards.

3.4 SPECIFICATIONS

The specifications format shall be the latest CSI MasterFormat Edition. The A/E shall complete general requirement specifications (Division 1) and construction specifications (Divisions 2 thru 49) to support all labor, material, and equipment needs for construction.

Division 1 specifications shall be edited to the unique requirements of the ASPA and this project. Division 2 thru 49 specifications shall be complete and thorough, covering all aspects of the project and shall define the required quality of the material and workmanship. Execution requirements shall be specific enough to produce the desired results and performance without unnecessarily limiting the Contractor in the choice of methods. Specs will address Submittals, Contractor Furnished As-Builts, commissioning, construction Q/A and Q/C requirements. The A/E shall also submit product information or vendor cut-sheets in support of major systems, components, finishes, and equipment.

3.5 Construction Cost Estimates

The A/E shall provide three (3) each construction cost estimates for the project. The cost estimate shall be the best estimate available of construction costs based upon a competitive bid procurement plus a remote location factor. Estimates shall account for Aunu'u Island's and American Samoa's logistical challenges (inter-island and international shipping limited local labor and equipment availability weather windows and remote mobilization) and appropriate inflation/escalation factors. American Society of Professional Estimators (ASPE) estimate definitions are commonly cited herein.

4 SCOPE OF WORK AND SPECIFICATIONS

4.1 Project Kickoff

4.1.1 At project commencement, the Consultant shall submit a detailed project schedule identifying critical path milestones, deliverables, and regulatory submission windows for ASPA approval.

4.1.2 The Consultant shall review all existing ASPA supplied electrical, mechanical, civil, and distribution infrastructure on Aunu'u to confirm that every recommended upgrade element is fully addressed and integrated without adverse impacts to system hydraulics or water quality including evaluation of source-water intake via beach well system, RO process design parameters, high-pressure pumping systems, energy recovery devices, and post-treatment stabilization.

4.1.3 The A/E shall familiarize itself with American Samoa Government (ASG) codes and regulations, ASPA operational protocols, local terrain, village constraints specific to Aunu'u Island, existing utilities, and environmental sensitivities that may influence facility siting, permitting, or construction sequencing.

4.2 Conceptual Design Phase

4.2.1 **Project Management and Coordination:** Planning and Project Management includes review of project documents to ensure compliance with the contractual requirements of the project. These items include but are not limited to project planning, budgeting, review of employee hours, preparation

and review of billing statements (including sub consultants), coordination of meetings, etc.

4.2.2 **Conceptual Design:**

4.2.2.1 The A/E will coordinate with ASPA to finalize design criteria including system water demand, per capita demand, minimum and maximum distribution pressures, minimum and maximum distribution flow rates, average, minimum and contingency water storage volumes, and all other pertinent power and sustainability factors. Conceptual

4.2.2.2 Drawings shall be developed using topographic data, digital elevation modeling, and available site information for the Aunu'u project site

4.2.2.3 The conceptual design shall evaluate and clearly present a minimum of two (2) alternatives incorporating an on-beach subsurface intake system, along with preferred orientation for the RO process skid (within the ASPA-furnished container), storage tanks (ASPA-furnished designs), and booster pumping stations, chlorination building, and brine injection well location on the proposed desalination site.

4.2.2.4 Each alternative will include conceptual floor plan(s), topography, and selected elevations, an overall site layout plan on aerial imagery, conceptual plan and profile sheets for major components (beach well intake system, plant area, piping networks, and brine injection well).

4.2.3 **Conceptual Design Review and Meeting:** The A/E shall virtually present the conceptual design package to ASPA for review and approval. ASPA will provide consolidated written comments on a digital Review Comments and Responses Form within 14 business days after the receipt of the complete submittal package. A/E will schedule a second optional conceptual design review meeting to resolve review comments and alternative selection.

4.3 Design Development Phase

4.3.1 **Project Management and Coordination (see 4.2.1)**

4.3.1.1 Confirm ASPA coordination of landowner access approvals and right-of-way coordination where the design extends beyond the existing ASPA footprint on Aunu'u.

4.3.1.2 Confirm ASPA Archaeology staff determination of areas requiring cultural resource clearance.

4.3.1.3 Any re-routing or layout modifications recommended by ASPA ROW or Archaeology shall be incorporated by the Consultant into the 35% Design.

4.3.2 **35% Design Documents:** The A/E shall provide, at a minimum, the following documents in the 35% design package.

4.3.2.1 Survey:

4.3.2.1.1 A/E to identify required site survey data and provide the survey SOW to ASPA. Land surveying, if required, will be performed by the ASPA Survey team, at no cost to the Consultant.

4.3.2.1.2 Right-of-way (ROW) acquisition and easement services shall be coordinated through ASPA ROW staff when the design extends beyond the existing ASPA footprint on Aunu'u all landowner coordination shall be handled exclusively by ASPA ROW upon two business days advance notice.

4.3.2.2 Architectural Design

4.3.2.2.1 Building plan

4.3.2.2.2 Floor plan

4.3.2.2.3 Exterior elevations

4.3.2.2.4 Selected interior elevations

4.3.2.3 Civil Design

4.3.2.3.1 Provide all design criteria and general construction notes.

4.3.2.3.2 Site layout and grading plans (incorporating ASPA-furnished tank and container designs).

4.3.2.3.3 Plan and profile sheets for the beach well intake system, all piping networks and brine injection well facilities.

4.3.2.4 Structural Design

4.3.2.4.1 Preliminary foundation design including booster/chlorination building(s), tanks, and container foundations/anchorage

4.3.2.5 Mechanical Design

4.3.2.5.1 Preliminary floor plan

4.3.2.5.2 Preliminary Process flow diagrams (PFDs)

4.3.3 **Outline Specifications**

4.3.3.1 Codes, Ordinances, Regulations, Permitting Analysis: The A/E shall complete an analysis of the applicable codes, ordinances that may apply, any regulations that affect design and construction, and any permits that will be required for the proposed facility. The A/E shall summarize these findings and present them in a narrative format.

4.3.3.2 Preliminary Cost Estimate: An engineer's cost estimate shall be detailed, arranged in the MasterFormat system of classification and numbering and include a line item description with material, labor, equipment, and transportation; overhead and profit; and contingency costs associated with each item. The cost estimate may be an engineer's estimate or ASPE level 2 cost estimate.

4.3.3.3 35% Design Review Responses: The A/E shall provide the 35% design package to ASPA for review and approval. The package shall include a complete submittal of all work completed under the Design Development Phase. ASPA will coordinate the review with the community and provide consolidated written comments on a digital Review Comments and Responses Form within 14 business days after the receipt of the complete submittal package.

4.4 PRODUCTION DRAWINGS PHASE

4.4.1 **Project Management and Coordination (see 4.3.1)**

4.4.2 **65% Design Documents:** The A/E shall provide, at a minimum, the following documents in the 65% design package.

4.4.2.1 Architectural Design

4.4.2.1.1 Legend, general notes

4.4.2.1.2 Building site plan

4.4.2.1.3 Floor, ceiling plans

4.4.2.1.4 Elevations

4.4.2.1.5 Building sections

4.4.2.1.6 Interior elevations

4.4.2.2 Civil Design

4.4.2.2.1 Legend, general notes

4.4.2.2.2 Details for access roads, fencing, and drainage,

4.4.2.2.3 Tie-in details to the existing Aunu'u water distribution system.

4.4.2.2.4 Raw water intake and brine injection well details, plans and elevations for permit review.

4.4.2.3 Structural Design

4.4.2.3.1 Legend, General notes

4.4.2.3.2 Floor framing, shear wall plan

4.4.2.3.3 Foundation plan, sections and details

4.4.2.3.4 Wall sections

4.4.2.4 Mechanical Design

4.4.2.4.1 Legend, General Notes

4.4.2.4.2 Preliminary Equipment layout

4.4.2.4.3 Piping and instrumentation diagrams (P&IDs)

4.4.2.4.4 high-pressure pumps and VFDs

4.4.2.4.5 Preliminary Instrumentation and control (I&C), SCADA integration details, and network architecture where necessary.

4.4.2.5 Electrical Design

4.4.2.5.1 Interior lighting Plan

4.4.2.5.2 Preliminary Electrical Plans including energy recovery devices, standby/emergency power generation with ATS, site electrical distribution, alarms, and exterior lighting.

4.4.2.5.3 Electrical single-line diagrams panel schedules and grounding plans

4.4.3 **Draft Technical Specifications**

Special conditions specific to American Samoa and Aunu'u Island (logistics and shipping constraints limited local resources marine-influenced corrosion seismic design requirements and remote-island construction sequencing) shall be clearly addressed.

4.4.4 **Permit Coordination**: The A/E shall assist ASPA in completing the application(s) for all necessary ASG and federal permits for the proposed project. All permit fees shall be paid by ASPA.

4.4.5 **65% Design Review Responses:** The A/E shall provide the 65% design package to ASPA for review and approval. ASPA will provide consolidated written comments on a digital Review Comments and Responses Form within 14 business days after the receipt of the complete submittal package.

4.4.6 **Update Cost Estimate**: The A/E shall update the cost estimate per the 65% design documents to an ASPE level 3 cost estimate.

4.4.7 **95% Design Documents:** The A/E shall provide, at a minimum, the following documents in the 95% design package.

4.4.7.1 Architectural Design

4.4.7.1.1 Legend, general notes
4.4.7.1.2 Building site plan
4.4.7.1.3 Floor, ceiling, roof, plans
4.4.7.1.4 Finish schedule and assemblies
4.4.7.1.5 Door schedule, door and window types, details
4.4.7.1.6 Elevations
4.4.7.1.7 Building sections and details
4.4.7.1.8 Interior elevations and details
4.4.7.1.9 Floor finish, pattern plan and color schedule

4.4.7.2 Structural Design

4.4.7.2.1 General notes
4.4.7.2.2 Floor framing, shear wall plan
4.4.7.2.3 Foundation plan, sections and details
4.4.7.2.4 Wall sections
4.4.7.2.5 All structural schedules

4.4.7.3 Mechanical Design

4.4.7.3.1 Legend, General Notes
4.4.7.3.2 Equipment and HVAC layout
4.4.7.3.3 Schedule of Equipment

4.4.7.4 Electrical Design

4.4.7.4.1 Lighting Plan
4.4.7.4.2 Electrical Plans
4.4.7.4.3 Single line drawings.
4.4.7.4.4 Equipment Schedule

4.4.7.5 Complete Technical Specifications

4.4.7.5.1 **Update Cost Estimate:** The A/E shall update the cost estimate per the 95% design documents to an ASPE level 4 cost estimate.

4.4.7.5.2 **95% Design Review Responses:** The A/E shall provide the design package to ASPA for review and approval. The package shall include a complete submittal of all work completed under the 95% Design Phase. ASPA will coordinate the review with the community and provide consolidated written comments on a digital Review Comments and Responses Form within 14 business days after the receipt of the complete submittal package.

4.4.8 **100% Design Documents**

4.4.8.1 Final Design Corrections

4.4.8.2 Document Production and Distribution

4.4.9 **Post-Design Presentation.**

4.4.9.1 One final presentation shall be provided to the ASPA Executive Director and senior staff upon completion of the 100% design. This shall include a 3-5 page executive summary with key schematics and summary of major design decisions cost drivers and operational considerations for the Aunu'u facility.

5 MODIFICATIONS

The A/E will provide costs for each additive alternate in their bid for this RFP. Additive alternates will be evaluated and awarded, if selected, at the time of contract award together with the base bid; no additive alternate will be awarded after contract execution.

5.1 Additive Alternate #1 - Value Engineering

5.1.1 The A/E shall conduct one (1) Value Engineering (VE) study following submission of the 35% Design Documents and prior to start of 65% design. The VE study shall be performed in accordance with applicable funding requirements and shall evaluate the beach well intake, brine injection well, buildings, pumping, power, and corrosion-protection systems for opportunities to reduce life-cycle cost while maintaining performance, reliability, and ease of operation and maintenance in the remote island environment. The VE study shall include: (a) one VE workshop with ASPA staff (virtual or in Tafuna); (b) a VE report listing each proposal with estimated capital and life-cycle cost impact and recommendation; and (c) incorporation of ASPA-accepted VE proposals into the 65% Design Documents. The A/E's proposed deliverables schedule (Attachment B) shall show the VE study and any associated schedule impact.

5.2 Additive Alternate #2: Construction Contracting and Solicitation Support

5.2.1 The A/E shall provide ASPA with construction scope of work, including any special construction coordination considerations.

5.2.2 Construction Bid Form/Schedule: A detailed unit-price bid schedule shall be prepared suitable for a firm fixed-price construction contract. The contract price schedule shall have the same breakdown as the specification sections that have payment conditions and be commensurate with the final construction cost estimate. The A/E shall also submit a contract price schedule formatted for the project but without pricing to be used in the contract bidding process.

5.2.3 Life-cycle costs and annual O&M estimates. Estimates shall account for Aunu'u Island's and American Samoa's logistical challenges (inter-island and international shipping limited local labor and equipment availability weather windows and remote mobilization) and appropriate inflation/escalation factors.

5.3 Additive Alternate #3 - Construction Administration (CA) Services:

5.3.1 Additive Alternate #3 shall be priced in the bid and, if selected, awarded at the time of contract award together with the base design services. Construction Administration services will be authorized to begin upon ASPA's award of the construction contract for this project. With the exception of the site visits, the A/E will provide an hourly rate schedule for each task in

additive alternate #3. The A/E will provide a lump sum cost for each site visit. The A/E shall complete the Hourly Rate Schedule in the bid form (Attachments B and C). For evaluation purposes only, ASPA has estimated the following quantities for the hourly tasks: Project Management and Coordination – 40 hours; virtual participation in construction progress meetings – 10 hours (10 meetings at 1 hour each); review of submittals, shop drawings, and RFIs – 60 hours; and responses to DCVRs – 20 hours. These are estimated quantities for bid evaluation only; payment will be based on actual hours worked at the bid hourly rates, up to the not-to-exceed amount for Additive Alternate #3.

5.3.2 Project Management and Coordination

5.3.2.1 Preconstruction conference: The preconstruction conference will be completed in Tafuna, at ASPA's discretion. This meeting will include ASPA representatives and the A/E's project engineer.

5.3.2.2 Construction Observations and Report: The design engineer shall complete two (2) site visits to review the construction in the field. The site visits shall be coordinated with the ASPA project engineer and shall be completed at a major construction milestones, including the pre-final inspection. The design engineer shall determine the milestone(s) for the field review. The design engineer shall complete a thorough report of the observations made during the trip and submit this report to the ASPA project engineer.

5.3.2.3 Virtual Participation in ten (10) construction progress meetings.

5.3.2.4 Review and Approval of Submittals:

5.3.2.4.1 The A/E will review submittals for materials to be purchased by ASPA. The submittals will include shop drawings, manufacturer's literature, fabrication detail drawings, or other information associated with the designs.

5.3.2.4.2 Review of contractor submittals, shop drawings, and Requests for Information (RFIs) for general conformance with the design intent and Construction Documents

5.3.2.5 **Respond to Document Clarifications or Variation Requests (DCVR's):** The A/E will be required to provide clarifications on design documents for the construction contractor during the construction process. The requests for clarifications must be reviewed and returned to ASPA by the end of the following business day or preferably sooner. These requests will be delivered to the A/E by electronic transmission. Variations to the A/E's design may be required to accommodate unanticipated conditions encountered in the field. The A/E shall review the request and provide changes to the drawings with adequate detail necessary for the construction to be completed properly in the field.

5.3.2.6 **Operation & Maintenance Narratives:** The A/E shall provide detailed narratives for each system provided under this project. The A/E shall provide these narratives no later than 60 days after the A/E receives notification that the pre-final inspection of the facility has been completed.

6 DELIVERABLES

6.1 Deliverable Format and Quantity:

6.1.1 The A/E shall submit the following work products or deliverables in a timely fashion to ASPA.

6.1.2 Deliverable Review: All deliverables shall be carefully checked by the A/E's Project Manager before submission to eliminate mathematical, technical, and reference errors, conflicts, and inconsistencies between submittals. ASPA will review the deliverables and consolidate written comments for the A/E

(where applicable). The A/E shall address ASPA comments by providing a written response to each comment. If the comment or response is unclear, or if the direction is unresolved, the A/E shall not proceed with work until the issue is resolved in writing. If there are significant comments at the draft deliverable phase or the A/E response does not appear to comply with the comments, the A/E may be asked to resubmit the draft deliverable(s) for additional review before the final submission.

6.1.3 Submittal & Meeting Schedule: The A/E shall attempt to meet all target dates for deliverables, meetings, and deadlines as outlined below. All durations or completion periods are listed in calendar days. All durations and completion periods are based on mutual acceptance of review comments and responses. These target dates shall be used by the A/E to develop their Deliverables Schedule. Any significant deviations from these target dates shall be justified in writing by the A/E in their proposal cover letter.

SUBMITTAL or MILESTONE	**TARGET DATES or DURATION**
Issuance of NTP	Estimate on **January 1st, 2027**
Site Visit	Within 2 weeks after Notice to Proceed (NTP)
Conceptual Deliverables to ASPA	Varies (generally 6 weeks after start)
ASPA Review Comments to A/E	2 weeks after receipt of draft submittals
A/E Responses to Comments	1 week after receipt of ASPA comments
35% Draft Deliverables to ASPA	Varies (generally 6 weeks)
ASPA Review Comments to A/E	2 weeks after receipt of draft submittals
A/E Responses to Comments	1 week after receipt of ASPA comments
Additive Alternate #1 – VE Workshop and VE Report	After A/E responses to 35% comments and prior to start of 65% design
ASPA Review of VE Proposals	2 weeks after receipt of VE report
65% Draft Deliverables to ASPA	Varies (generally 6 weeks)
ASPA Review Comments to A/E	2 weeks after receipt of draft submittals
A/E Responses to Comments	1 week after receipt of ASPA comments
A/E Permitting assistance	1 week after ASPA comments
95% Draft Deliverables to ASPA	4 weeks after A/E responses
ASPA Review Comments to A/E	2 weeks after receipt of draft submittals
A/E Responses to Comments	1 week after receipt of ASPA comments
Final Deliverables to ASPA	Varies (generally 3 weeks after ASPA comments)
Additive Alternate #2 – Construction Contracting & Solicitation Support	1 week after Final Deliverables
Additive Alternate #3 – Construction Administration (if awarded)	During construction, upon ASPA's award of the construction contract

****USE THE FORMAT STYLE IN THE ABOVE TABLE TO FILL ATTACHMENT B TABLE**

7 PROPOSAL CONTENT AND REQUIREMENTS

Submission of a proposal shall constitute the Consultant's acknowledgment of and acceptance of existing site conditions, regulatory climate, and logistical challenges in American Samoa and on Aunu'u Island no claims for additional compensation arising from lack of familiarity will be entertained.

Proposal Format: Submit six (6) hard copies, and one (1) electronic copy of the proposal. Proposals should be bound, printed on both sides of the paper when possible and organized

according to the following outline. Proposals shall not exceed twelve (12) pages, exclusive of resumes and exhibits. These are the standard items ASPA requests in a proposal, but these may change to anything Proposer wishes seen and evaluated.

7.1 Table of Contents:

7.1.1 The proposal will have a table of contents with page numbers and pages numbered throughout the proposal.

7.2 Introduction: Brief introduction which includes:

- The Proposer's name and address.
- Statement that indicates the proposal is valid for at least 90 days from the proposal submission deadline.
- Statement that indicates the Proposer's willingness to perform the services described in this RFP.
- Provide a detailed and precise discussion, including examples and/or documentation, of meeting each requirement established in the "General Requirements" section of this RFP. Limit discussion to the meeting of the General Requirements.
- A statement that all staff and other resources which are required to perform the services described in this RFP will be made available by your organization over the life of the anticipated contract.
- Completed and signed Representations and Certifications of Proposer.
- Statement that the signatory has authority to bind the Proposer.
- Signature of authorized individuals

7.3 Firm Profile:

Provide a table or chart that shows organizational structure, chain of supervision, decision authority, and communications. Include both the respondent firm and any sub-consultant firms/subcontractors

7.4 Professional Qualifications:

Professional qualifications of the firms proposed Project Manager, other key personnel, and/or team members necessary for satisfactory performance of required services. Include all personnel that will actively be involved with performing the work, to include a listing of all subcontractors, if any, with an explanation of purpose.

7.5 Past Performance:

A/E firm to illustrate its demonstrated ability to manage and successfully complete projects of comparable design, scope and complexity, including experience of firm and key employees in providing engineering design services in remote locations, with particular emphasis on experience in the design of water treatment projects.
For each project listed, provide information concerning: i) the type of project, price or budget range, name and location; ii) the original date scheduled for completion and the actual completion date; and iii) project references, name and contact information for the

owner of the three most recent relevant projects your firm has completed. Provide phone numbers and emails for the named individuals.

7.6 Capacity to Respond and Accomplish the Work in Required Time:

Include a list of projects the firm currently has under contract.

7.7 Price Proposal:

Submit a fee schedule and detailed pricing information. Provide cost for each additive alternate.

8 PROPOSAL EVALUATION AND SCORING

ASPA expects to make a single award to the A/E firm that is deemed the best qualified to perform the work. The award criteria are intended to indicate the qualities ASPA is looking for from an A/E firm.

Responsiveness: Prior to evaluation, each proposal shall be reviewed to determine whether or not it is responsive. Nonresponsive proposals shall be eliminated and will not be evaluated. Factors that may result in a proposal being declared nonresponsive are:

- Not providing evidence of meeting the General Requirements.
- Substantive and material conflicts of interest which were not declared and/or were declared and determined to be significant enough that ASPA requested the potential Proposer not submit a proposal.
- Substantive and material noncompliance to requirements of the RFP proposal content and requirements

Each technical proposal will be evaluated by the ASPA review committee members and an average technical score will be assigned.

8.1 Evaluation Factors:

The evaluation factors and the value of each are:

Proposal Section	**Maximum Points**
Firm Profile	10
Professional Qualifications	10
Past Performance	15
Capacity to Respond and Accomplish the Work in Required Time	25
Price Proposal	40
Maximum Proposal Score	**100**

THE END