

**AGENCY REQUEST FOR
A/E SELECTION COMMITTEE ACTION
August 2015**

Agency: Department of Corrections

DOC Contact: Tim Ikert, 920 232-2654, Timothy.Ikert@wisconsin.gov

Location: Oshkosh Correctional Institution, Winnebago County

Project Request: Select an A/E consulting firm to provide planning, design and construction phase professional services associated with the design and construction of a new sanitary sewer system for OSCI to tie into the new City of Oshkosh Snell Road Sewer Interceptor. The A/E fees will be funded with Building Trust Funds.

Project Number: 15H1N

Project Background and Purpose

OSCI is the largest institution in the Wisconsin DOC system with 475 employees and a capacity of 2,025 medium security inmates. It was opened in 1986 and expanded in 1991 and 1994. It is the site of Badger State Industries central laundry. Continued long term operation at Oshkosh is essential to DOC. The sanitary sewer system serving the 1986 portion of the prison drains to the city-owned and operated sewer lift station located on the west side of the institution at Snell Road. This lift station can only serve the westerly portion of the institution. The sanitary sewer system serving the 1991 and 1994 expansions drains to the OSCI-owned and operated sewer lift station located on the east side of the institution on Snell Road. This lift station can only serve the easterly portion of the institution. Both sewer lift stations currently flow into the north end of the city system east of Highway 41.

The City of Oshkosh is installing a new sewage interceptor to resolve flow problems at the north end of the City. These problems have resulted in frequent flooding of basements in the residential area just to the east of OSCI. The City project was included in their 2015 Capital Improvement Plan and is scheduled for construction in 2016. This new sewer interceptor will carry wastewater from OSCI and the surrounding developable property to the west side of Highway 41. A benefit to OSCI will be the replacement of a very deep lift station that is extremely difficult to maintain with a more shallow system resulting in reduced maintenance needs.

Project Description

This project would provide for the pre-design through construction of a new sanitary sewer system serving the existing institution including new sewer piping draining to the west, a new lift station, a screening station to remove solids from the wastewater, a building to contain the screening system and solid waste handling, and connection to a new City of Oshkosh sewer interceptor. The City of Oshkosh is designing and building a new sanitary sewer interceptor along Snell Road to carry wastewater to a new regional lift station west of US Hwy 41. The new interceptor will allow for the removal of the existing city-owned lift station and the OSCI sewer lift station and associated piping and equipment.

Scope of Services

The A/E will provide pre-design through construction administration services as indicated in the DFD “*Policy and Procedure Manual for Architects/Engineers and Consultants*”, the “*Guide for Developing Program Statements for Projects Requiring Enumeration*”, and the DFD “*Contract for Professional Services* for the new sanitary sewer system extension on the OSCI property, as directed by DFD at the Design Kickoff meeting. The services may be contracted for in multiple parts with project-specific review/ approval/ authorization points in the contract as determined by the needs of the project. Authorization for subsequent services will be issued in writing upon satisfactory performance and completion of contracted services and deliverables. Additionally, the A/E shall provide the following specific services:

- Assist institution and DFD staff interacting with the City of Oshkosh and their AE on the design and construction of the Snell Road sewer interceptor.
- Verify and supplement existing sanitary sewer elevations on building services and sewer mains serving OSCI buildings.
- Verify and supplement existing utility location information for OSCI.
- Review the City of Oshkosh Snell Road interceptor plans and determine the required depth and slope of the new sanitary sewers and building services serving OSCI to minimize the depth of a lift station.
- Assist DOC and DFD staff in discussions regarding the design and capacity of the OSCI sewer connection to the Snell Road Sewer Interceptor
- Determine the location, elevation, and layout for the new sanitary sewer mains and building services.
- Determine relocation of other utilities impacted by the new sanitary sewer.
- Determine the location, elevation, layout and capacity for a new lift station including the electrical service and controls.
- Determine the location, elevation and layout for the wastewater screening station including the water service, electrical service and controls.
- Review location and layout information with institution/agency staff and DFD staff.
- Obtain permits from Department of Safety & Professional Services, WDNR and others as applicable.

Project Schedule

A/E Selection	October 2015
Design Report	January 2016
Project Approval	March 2016
Bid Opening	June 2016
Construction Start	August 2016
Substantial Completion	July 2017

Project Budget

Construction	\$
Contingency	\$
Design	\$
DFD Management	\$
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Total Project Budget	\$2,000,000

General Information

Oshkosh Correction Institution is a medium security men’s correctional institution at full operating capacity. Institution operations must be maintained at all times for safety and security of residents, staff, consultants and contractors.

Site Security

The AE team must become familiar with and abide by OSCI procedures for entering and exiting the institution and for bringing any equipment or tools into the institution.

Impacts to the Utility Systems

The utilities within the institution - sanitary sewer, water, electrical, communication and others - are operated by the institution. The design must include measures to maintain operation and security of these systems and utilities throughout the duration of the project.

Temporary sanitary sewer or domestic water facilities or connections will need to be carefully coordinated with both the OSCI staff and the City of Oshkosh Public Works.

Impacts to the Security and Transportation Systems

The transportation systems, fencing and security systems operation must be maintained. The secure perimeter fence and interior fences must be maintained at all times. Temporary fence may be required in instances. Alternative transportation routes must be identified and approved prior to disruption of vehicle or pedestrian routes.

WEPA Requirements

In accordance with the Wisconsin Environmental Policy Act (WEPA) and Wisconsin Administrative Code DOC 335, this project is a Type III and will require no special action.

Sustainability

This project will be in accordance with the DFD *Sustainable Facilities Standards*.