

**City of Ellensburg
Notice to Consultants for
Natural Gas System Plan Update**

The City of Ellensburg is soliciting interest from consulting firms with expertise in Natural Gas System Design and Planning. Consultants will be considered for the following project.

PROJECT DESCRIPTION

The work to be performed by the CONSULTANT consists of performing a complete update of the City of Ellensburg's Natural Gas System Plan, which was last updated in 2020. The updated plan will look ahead six years (2027-2032). The current gas system plan and this RFQ can be viewed at the following link: <https://ci.ellensburg.wa.us/bids.aspx>. The plan will include but is not limited to: a six-year capital investment plan; review of the City's current plan; review, analysis and validation of the existing gas supply model and against future anticipated growth; review and analysis of the City's gas supply contracts, load capacity and alternative supplies; and regulator station equipment/telemetry analysis, upgrading and capacity calculations.

SYSTEM DESCRIPTION

The City's natural gas system is comprised of approximately 42 miles of coated steel distribution pipe (1", 2", 4" and 6") and approximately 98 miles of high-density polyethylene (HDPE) pipe. The system's services consist of 1,276 coated steel lines and 3,936 HDPE lines. The system is fed from Williams Northwest Pipeline and has two regulator stations. The system operates at 40 psig with an MAOP of 60 psig. There are 3 deep well anode beds and rectifiers as well as 3 individual anodes for isolated steel.

TIMEFRAME

The City of Ellensburg will open and review Statement of Qualifications on Thursday, October 2nd, 2025 and if necessary begin scheduling interviews with the top rated consultants. The completion of the Consultant Agreement is anticipated to be done by mid November 2025, with the following timeline for work to be completed:

- Draft Natural Gas System Plan: Anticipated completion, mid 2026
- Final Natural Gas System Plan: Completed September, 2026

SUBMITTALS FOR QUALIFICATION

Submittals should include the following information: Firm name, phone numbers, name of principal-in-charge and project manager, any subconsultants proposed, along with their respective project manager.

Submittals will be evaluated and ranked based on the following criteria:

1. Key personnel
2. Firm experience with natural gas system planning
3. Firm experience with natural gas system modeling
4. Familiarity with GasWorks modeling software
5. Ability to meet schedule
6. Approach to natural gas system planning
7. Approach to natural gas system modeling
8. Familiarity with state and federal regulations requirements for natural gas distribution systems
9. Past performance/reference

Please submit your Statement of Qualifications by pdf to yusid@ellensburgwa.gov or hard copy in a sealed envelope by 4:00 p.m. Thursday, October 2nd, 2025, clearly labeled "Natural Gas System Plan Update R25-05" to: City of Ellensburg Gas Division, 501 N. Anderson St., Ellensburg, WA 98926. Any questions regarding this project should be directed to Darin Yusi at 509-962-7229.

Darin Yusi, Gas Engineer
City of Ellensburg
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Ellensburg, WA 98926

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