

**REQUEST FOR QUALIFICATIONS
PROFESSIONAL ENGINEERING CONSULTING SERVICES
AERIAL RAW WATER LINES AND PILINGS
REHABILITATION/ REPLACEMENT PROJECT
ASSOCIATED WITH THE STATE REVOLVING FUND LOAN PROGRAM**

General Information

Cape Fear Public Utility Authority (CFPUA) requests statements of qualifications (SOQ) from consulting engineering firms associated with providing a general condition assessment of the raw water transmission system between US HWY 421 and the Cape Fear River railroad crossing in Navassa and prioritizing phased improvements to increase system reliability.

Existing aerial structures for the twin 24-inch raw water lines have met their useful life and need rehabilitation or replacement. The parallel 24-inch cast iron pipes that span approximately 8,100 LF each were installed above grade on wooden pier supports at separate times. The northern line was installed in the 1920s and the southern line was installed in the 1950s. Approximately half of the aerial structures on the northern line were replaced in 1983. The northern line is within the CSX right of way and the southern line is outside of the CSX right of way. Both lines have had leaks at various locations due to settling from failing aerial structures along the alignment.

CFPUA is applying for State Revolving Fund Loan funds to assess, plan, design, and construct the project. CFPUA's total project cost estimate range is \$8,000,000-\$14,000,000.

CFPUA will assign an in-house project manager and project team to coordinate with the selected consulting engineer through the various project steps and phases of the project. The consulting engineer will provide overall project management responsibility and loan administration effort as part of its scope of work.

The initial scope is the design memorandum, aerial asset evaluation, and Engineering Report/Environmental Information Document ER/EID. This may be followed by design, bidding, and construction phase services, which will be determined after funding approval.

The selected consultant shall provide a schedule and plan to comply with the funding criteria and milestones as required.

Submission of a Statement of Qualification (SOQ)

Consulting engineering firms are invited to submit a Statement of Qualification to the CFPUA to be received no later than **3:00 PM on October 8, 2019**. Submittals received after this deadline will not be considered.

CFPUA will address questions regarding the RFQ until **3:00 PM on September 25, 2019**. Questions submitted after this deadline will not be addressed. Questions concerning this advertisement should be directed to Julia Faircloth, Procurement Manager, Cape Fear Public Utility Authority, at bids@cfpua.org.

SOQ's shall be limited to **twenty-five (25)-pages or less**, excluding cover page, tabs, resumes and appendices.

Firms shall submit **five (5)** written copies and **one (1)** electronic file **on a USB memory stick** of their statement of qualifications for consideration. Submitted information shall comply with N.C.G.S. 143-64.31 through 64.34 (aka Mini Brooks Act).

Statement of Qualifications shall be delivered on or before the referenced deadline to:

Cape Fear Public Utility Authority
Attention: Julia Faircloth, Procurement Manager
Finance Department
235 Government Center Drive
Wilmington, NC 28403

All SOQ's will be evaluated by a CFPUA selection team.

One firm will be selected from this request for qualifications.

Description of Services

The scope of work is expected to include the services necessary to accomplish the objectives described below. No guarantee is expressed or implied by the CFPUA that all services will be performed or that the selected consultant will perform all services associated with the project. The CFPUA may terminate work or pursue other consultant selections at any phase of the project.

Overall objectives of this project are:

1. Prepare a predesign memorandum including evaluating existing aerial assets, alternative evaluation and analyses, phasing, and cost estimates. Replacement of the existing parallel 24-inch cast iron pipes into a single line may be considered. Constructability of all alternatives will be a major consideration.
2. Prepare and submit an Engineering Report/Environmental Information Document ER/EID for review and approval by the Division of Water Infrastructure (DWI).

Additional services for design, bidding, and construction management support may be negotiated once funding is approved.

Schedule

The CFPUA selection team will place strong emphasis on a firm's ability to meet the schedule of deliverables outlined below. The selected consultant will be expected to complete final plans and specification in accordance with the project schedule shown below, or sooner. CFPUA will provide comments on all design submittals generally within 2 weeks from the date received.

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|---------------------------------|-------------------|
| ○ Advertise RFQ | September 3, 2019 |
| ○ Consultants submit SOQ | October 8, 2019 |
| ○ Complete SOQ review and award | October 21, 2019 |
| ○ Complete Scope and Contract | November 4, 2019 |
| ○ Notice to proceed | November 14, 2019 |
| ○ Predesign Memorandum | December 27, 2019 |
| ○ Submittal of ER/EID to DWI | March 2, 2020 |

Consultant Selection

CFPUA will follow a qualifications-based selection process. Consultants must demonstrate their level of competence and qualification, and each sub-consultant's level of competence and qualification, with respect to the listed evaluation factors for the needed services.

SOQ's will be evaluated based on the following three (3) considerations and the level of importance for each consideration. The SOQ shall be formatted consistent with the evaluation consideration. Criteria shown under each of the three (3) considerations are to be addressed in the SOQ. Consultant's may provide additional information as necessary.

1. Project understanding and approach (50%)
 - a. Understanding of the project.
2. Relevant firm experience with assessment and rehabilitation of existing aerial structures, design of large diameter transmission systems in similar environmental conditions, and working on SRF projects (25%)
 - a. Projects of similar size and scope
 - b. References and descriptions of similar projects
 - c. Cost effective and creative solutions for projects located in difficult environmental settings
3. Overall staff experience proposed for this project (25%)
 - a. Staff Workflow Chart
 - b. Quality review and quality control team
 - c. Individual team members for each discipline and relevant experience
 - d. Location of each team member to facilitate efficient project execution

A detailed scope of work and fee schedule will be negotiated with the best qualified firm. If negotiations are not successful with any selected firm, CFPUA will terminate negotiations with that firm and initiate negotiations with the next best qualified firm. When a fair and reasonable fee is established, a contract award recommendation will be made to the CFPUA Board for its consideration.

Engineering Firm Requirements

The following criteria will be deemed necessary for selection:

- The firm must meet the following insurance requirements. Workers Compensation may be waived if firm has no employees.
- General Liability \$1,000,000 per occurrence/\$2,000,000 aggregate. Authority must be additional insured and endorsement required.
- Workers Compensation \$500,000/\$500,000/\$500,000. Waiver of Subrogation against the Authority and endorsement required.
- Auto Liability Insurance \$1,000,000 per occurrence combined single limits applicable to claims due to bodily injury and/or property damage. Authority must be additional insured and endorsement required.
- Professional Liability not less than \$2,000,000 per loss.

Any firm wishing to be considered must be properly registered with the Office of the Secretary of State.

Notification

The selected firms will be notified by telephone and/or email. The CFPUA reserves the right to reject any and all Proposals.