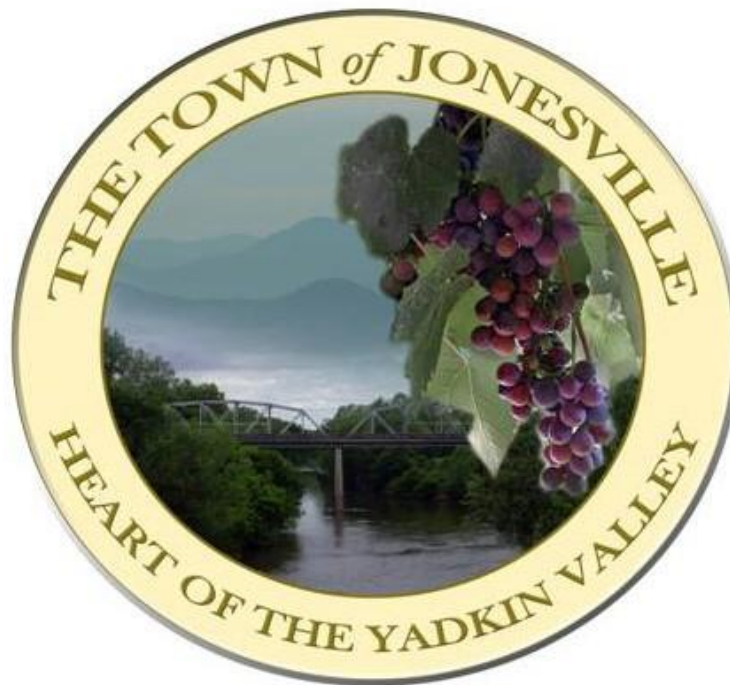


TOWN OF JONESVILLE

Request for Qualifications

Viable Utilities Reserve Grant (VUR)

AMR Meters and Waterline Replacement



ISSUE DATE: September 7, 2022

DUE DATE: by 1:00 PM, September 29, 2022

SUBMITTAL ADDRESS:

Postal Address: Michael W. Pardue, Town Manager

1503 NC Hwy 67, Jonesville NC 28642

Street Address: Michael W. Pardue, Town Manager

1503 NC Hwy 67, Jonesville NC 28642

Request for Qualifications (RFQ) for Professional Engineering Services

The Town of Jonesville has been awarded a Viable Utilities Reserve (VUR) Grant in the amount of \$6,946,300 by the North Carolina Department of Environmental Quality, Division of Water Infrastructure. The Town of Jonesville proposes utilizing VUR funds to replace old waterlines and old existing water meters.

This project consists of two (2) items, replacement of old and asbestos cement (AC) 8-inch waterlines with new 8-inch waterlines and replacement of the Town's old existing water meters with a new automatic meter reading (AMR) system. Another component of the proposed project consists of the replacement of undersized galvanized waterline services and like-for-like replacement of waterlines in the Town of Jonesville's water distribution system. As well as, the purchase of automatic meter reading (AMR) equipment that will benefit the Town's staff by providing accurate meter reading, improved billing, increased efficiency, and outage detection.

Scope of Work:

Engineering services shall include, but are not limited to, standard tasks necessary for the implementation of the project in conformance with the VUR program and NCDEQ-DWI requirements:

1. Preparing and approval of the engineering report prior to the Release of Funds.
2. Preparing the final design and construction bid package in conformance with applicable regulations and requirements.
3. Supervising the bid advertising, tabulation, and award process, including preparing the advertisements for bid solicitations, conducting pre-bid meeting, conducting bid opening, and issuing the notice to proceed.
4. Conducting the pre-construction conference.
5. Surveying, field staking, on-site supervising of construction work, and preparing inspection reports.
6. Reviewing and approving all contractor requests for payment, change orders, and submitting approved requests to the governing body.
7. Providing reproducible plan drawings to the Town upon project completion.
8. Conducting final inspection and testing.
9. Submitting certified "as-built" drawings to appropriate authorities; and
9. Preparing an operation and maintenance manual (if applicable).

Submission Requirements:

RFQ submissions must include at a minimum:

1. Individual or Firm Information: firm’s legal name, address, email, and telephone number, the principal(s) of the firm and their experience and qualifications.
2. Water/Wastewater Experience: The specialized experience and technical competence of the staff to be assigned to the project with respect to water / wastewater improvements or related work, description of firm’s prior experience, including any similar projects (in particular those funded by NCDEQ-DWI), size of community, location, total construction cost, and names of local officials knowledgeable regarding the firm’s performance on related work. Include at least five references within the past five years.
3. Firm Capacity and Capability: The capacity and capability of the firm to perform the work in question, including specialized services, within the period of the grant, the past record of performance of the firm with respect to such factors as control of costs, quality of work, and ability to meet schedules; description of firm’s current work activities, capability of carrying out all aspects of NCDEQ-DWI related activities, and firm’s anticipated availability during the term of the project;
4. The proposed work plan and schedule for activities to be performed; and
5. Documentation of compliance with state and federal debarment/eligibility requirements.

Qualification Evaluation Criteria:

Submissions will be evaluated according to the following factors:

Individual Evaluation:

Evaluation Factors	WEIGHT 1-10	X	RATING 1-5	=	TOTAL
<i>Specialized Experience & Competence related to similar services and similar projects</i>	10				
<i>Qualifications/accessibility of key individuals that will be assigned to the project(s)</i>	10				
<i>Capability of individual/firm(s) to manage the work</i>	10				
<i>Demonstrated ability to meet established schedules</i>	5				
<i>References</i>	3				
<i>Ability to address local needs.</i>	2				
<i>MWBE or Section 3 firm**</i>	1				

** Being a MWBE or Section 3 firm does not guarantee a contract. The selected firm must meet all other qualifications.

Upon completion of the review the Committee will make its recommendation to the Town Council for approval to negotiate a contract price.

Respondents may review the VUR application which includes a description of the proposed project including activities, budget, schedule, and other pertinent information by visiting the Town offices during regular office hours.

Contract Award:

Once the most qualified firm is selected, a fee will be negotiated for engineering and inspection services. Contracts executed for engineering design/bid package and construction inspection services shall be contingent upon the approval of the Town Council and NCDEQ-DWI.

The above information should be submitted no later than September 29, 2022, by 1:00 pm, Jonesville Town Hall 1503 NC Hwy 67 Jonesville NC 28642. For more information, contact Town Clerk Wendy Thompson at (336) 835-3426.

The Town of Jonesville is an Equal Opportunity Employer and invites the submission of proposals from minority and women-owned firms, historically underutilized businesses and certified/registered Section 3 businesses and firms.

This information is available in Spanish or any other language upon request. Please contact Michael Pardue at (336) 836-3426 for accommodations for this request.

Esta información está disponible en español o en cualquier otro idioma bajo petición. Por favor, póngase en contacto con Michael Pardue al (336) 835-3426 de alojamiento para esta solicitud.

Michael W. Pardue, Town Manager

