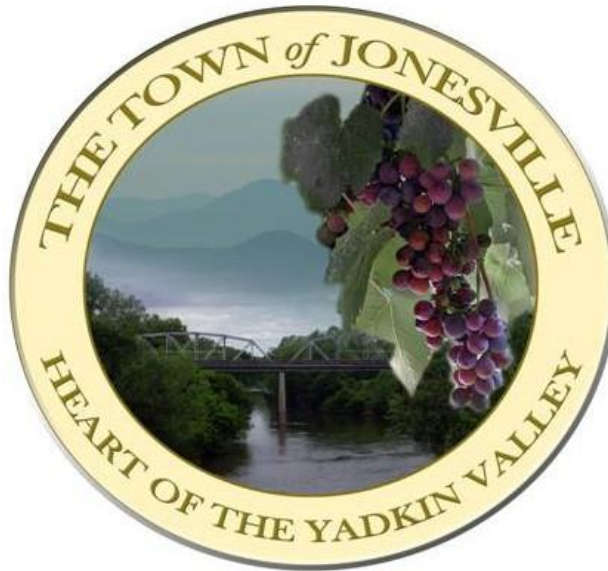


TOWN OF JONESVILLE

Request for Qualifications

STATE WATER INFRASTRUCTURE AUTHORITY LEAD SERVICE LINE
REPLACEMENT FUND GRANT

LEAD AND COPPER ASSESSMENT AND SERVICE REPLACEMENT



ISSUE DATE: October 23, 2023

DUE DATE: by 12:00 PM, November 13, 2023

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

Pending official notification of the award of a Lead and Copper Assessment and a Lead and Copper Replacement grant from the Lead Service Line Replacement Fund via the North Carolina State Water Infrastructure Authority (SWIA) in the amounts of \$400,000 and \$1,854,000, respectively. The Town of Jonesville proposes utilizing these funds to identify lead and copper water lines in the Town's system and replace them with new lines. The engineering firm selected to provide these services will be responsible for both grants, Lead Assessment & Lead Replacement.

The Town has identified a project area within the Town's water distribution system that is comprised of six (6) streets, which includes 131 water services that are believed to be lead services for replacement. The project involves the identification and replacement of the lead service lines within the project area. The lead service lines are 3/4-inch lines, and these will be replaced with new 3/4-inch HDPE plastic service lines. There are approximately 131 (including the 20 known lead services) service lines planned to be replaced as part of the project.

Scope of Work:

Engineering services shall include, but are not limited to, standard tasks necessary for the implementation of the project in conformance with North Carolina State Laws and Best Practices and any Federal guidelines as required.

1. Preparing the bid package(s) in conformance with applicable regulations and requirements.
2. Preparing applications and obtaining necessary permits for project implementation 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 least three copies of the following:

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 Line Assessment and Replacement: The specialized experience and technical competence of the staff to be assigned to the project with respect to water line assessment and waterline replacement or related work, description of firm's prior experience, including any similar projects (in particular those funded by the NCDEQ), 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.
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 grant 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.
5. Documentation of compliance with state and federal debarment/eligibility requirements.
6. Any additional information that you believe should be provided.

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 waterline assessment and replacement</i>	10				
<i>Past record of performance of firm or individual(s) consultant with respect to waterline assessment and replacement</i>	10				
<i>Capability of carrying out all grant related activities</i>	10				
<i>Familiarity with the project area</i>	10				
<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.

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.

The above information should be submitted no later than November 13, by 12:00 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 accommodation 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

