

REQUEST FOR QUALIFICATIONS



DESIGN-BUILD SERVICES FACTORY ROAD WATER LINE EXTENSION

For Pender County Utilities - Burgaw, NC

RFQ # 210507-125

Date of Issue: May 7, 2021

Statements of Qualifications Due: May 28, 2021

Time: 3:00 PM (EST)

Issued for:



PENDER COUNTY UTILITIES

Kenneth Keel, PE, Director

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**REQUEST FOR QUALIFICATIONS (RFQ)
DESIGN-BUILD SERVICES**

FACTORY ROAD WATER LINE EXTENSION

**For PENDER COUNTY UTILITIES
Burgaw, NC
May 7, 2021**

GENERAL

Pender County Utilities (PCU) is seeking Statements of Qualifications (SOQ) from design-build firms/teams experienced with water line design and construction. The firm/team will provide complete design, permitting, construction, construction administration/observation, and record drawings of a proposed 8" and 6" water line extension along and in the vicinity of Factory Road in Hampstead in Eastern Pender County.

SUBMISSION OF SOQ

Firms are invited to submit a SOQ to PCU by no later than **3:00 PM on May 28, 2021**. Submittals received after this deadline will not be considered. Firms shall submit an electronic document in .pdf format referencing RFQ # 210507-125.

SOQ's shall be limited to **20 pages or less**, excluding cover page and tabs.

A reply will be sent to the email address submitting the statement of qualifications to confirm receipt. It is the submitting firm's responsibility to confirm that PCU has received the statement of qualifications via email. If email reply is not received, please call 910-259-0212 before deadline for submission.

Submitted information shall comply with NCGS 143-64.31 through 64.34 (aka Mini Brooks Act).

Firms submitting Qualifications are encouraged to carefully check for conformance to the requirements stated herein. Qualifications that do not meet all of the noted requirements or are sent to any address other than that noted, will be disqualified. No exception will be granted.

Any questions concerning this RFQ should be directed to Kenny Keel, Director, Pender County Utilities, at kkeel@pendercountync.gov or (910) 259-0212 no later than the date noted in the schedule. Questions will be answered in the form of an Addendum by the scheduled date.

Statements of Qualifications shall be submitted to:

Kenny Keel, Director
Pender County Utilities
kkeel@pendercountync.gov

BACKGROUND & SCOPE OF WORK

Pender County Utilities desires to extend its existing 8” water line on Factory Road to enable water service to areas not currently served. Additional water line installation is desired along Howards Channel Drive and Broadview Lane, to create a loop of the water system.

The project scope of work generally includes, but is not limited to the following primary tasks:

- Completion of partial (60%) design documents.
- Review of 60% design documents with the Owner
- Obtain all necessary permits and regulatory reviews and approvals necessary for completion of the project, included those required prior to construction commencement, during construction, startup/commencement, and construction closeout.
- This project will include:
 - Construction of new 8” water main along Factory Road from existing 8” main end at Lea Drive to existing 8” stub-out at intersection of Factory Road and Broadview Lane.
 - Construct new 6” water main along northeast shoulder of Howards Channel Drive to Broadview Lane.
 - Construct new 6” water main along Broadview Lane from Factory Road to Howards Channel Drive.
 - Comply with NCDEQ requirements and Pender County Utilities specifications and details (available at <https://www.pendercountync.gov/utl/documents-base/page/2/>). In addition:
 - Install fire hydrants a minimum of every 1,000 feet of water main installed, with mainline valve and hydrant leg valve at each hydrant.
 - Two valves installed at each tee.
 - C-900 PVC or DIP water mains.
- After being selected, the Design Builder will execute a contract with PCU to provide 60% design services, followed by a contract addendum for final design and construction services of the Project including:
 - Project management and administration through project leadership and overall team coordination
 - Interdisciplinary coordination
 - Review of codes and standards
 - Identify opportunities for economy and offer cost savings suggestions and best value recommendations
 - Project planning and scheduling
 - Constructability review
 - Coordination of contract documents
 - Construction

- Construction administration & observation
- Return of affected areas to pre-construction quality upon project completion
- Provision of accurate record drawings to PCU Provide record documents and drawings
- Close-out and fulfillment of all project permit requirements

The Design Builder will assume the risk of delivering the project and will be responsible for construction means and methods.

EVALUATION

Firms submitting Qualifications to perform the work noted will be evaluated based upon the firm's experience, personnel knowledge & experience with similar projects, references, accurate response to criteria in the RFQ, and other criteria. Firms must demonstrate their level of competence and qualification to complete the services noted in the scope of work.

Sub-consultants to be utilized for engineering design, construction, geotechnical, and/or other relevant work must be listed in the Statement of Qualifications.

Criteria that may be used to select an engineer includes the following:

1. Planned approach to the project and understanding of the scope of work, as well as project challenges.
2. Knowledge and experience in water pipeline design and construction, as well as project management and inspection during construction of such projects.
3. Resident firm in North Carolina, per NCGS 143-64.31.a1.
4. Overall professional qualifications of firm and staff, and recent experience demonstrating the technical competence of staff members on similar projects.
5. Accurate response to criteria in the RFQ.
6. Previous positive experience with PCU and/or Pender County and knowledge of the local area. If never worked with PCU, experience in the surrounding counties to be considered.
7. Record of having completed projects on time and within budget, and commitment to meet the proposed project schedule.
8. Record of successfully completed projects of similar scope without major legal or technical problems.
9. State and local regulatory experience, including environmental permitting experience.

SCHEDULE

Item	Task	Anticipated Date
1	Advertise Design Build RFQ for Design Build Teams	May 7, 2021
2	Questions about this RFQ submitted by 10am	May 21, 2021
3	Addendum with Answers issued	May 25, 2021
4	Receive Design Build SOQ's for Design Build Teams by 3pm	May 28, 2021
5	Design Build Firm Selection & Notification	June 8, 2021
6	D-B Team to Execute Preliminary Design Build Agreement DBIA 520	June 25, 2021
7	Preliminary Design Contract consideration by Pender County Board	July 12, 2021
8	Design Team Develops 60% Drawings and Specifications	TBD
9	D-B Team to Execute Final Design & Construction Contract	TBD
10	Final Design & Construction Contract Addendum consideration by Pender County Board	TBD
11	Project substantial completion and all water lines in service	March 30, 2022
12	Project final completion	April 29, 2022

REQUIREMENTS

Qualifying Statements shall include:

1. Firm(s) name, address, telephone number, fax number, email address, web address, and contact person(s).
2. Year(s) in which the firm(s) was established and any former names under which the firm(s) operated.
3. Qualifications and experience of personnel who would be performing design & construction services for the project(s) by providing:
 - a. A list of projects demonstrating experience/understanding of the experience described in this RFQ. Project information shall include:

- i. a summary of the scope of work and deliverables,
 - ii. the owner of the project, and
 - iii. the name, number and email of a reference for the project.
4. References for similar design-build projects completed, including owner contact information.
5. Information related to items noted in the Evaluations section of this RFQ.
6. Fee schedule for firm's staff and services.
7. SOQ submittal is limited to 20 printed pages maximum, excluding cover page & tabs.

The following criteria will be deemed necessary for approval of a contract with the selected firm and can be submitted after selection:

- The firm must meet the following insurance requirements.
 - General Liability \$1,000,000 per occurrence/\$2,000,000 aggregate. Rocky Point-Topsail Water & Sewer District and PCU must be additional insured
 - Workers Compensation \$500,000/\$500,000/\$500,000
 - Auto Liability Insurance \$1,000,000 per occurrence combined single limits applicable to claims due to bodily injury and/or property damage
 - Professional Liability not less than \$1,000,000 per loss.
- Any firm wishing to be considered must be properly registered with the Office of the Secretary of State of NC, NC Board of Examiners for Engineers & Surveyors, and NC Licensing Board for General Contractors, as applicable.

NOTIFICATION & SELECTION PROCESS

The selected firm will be notified by telephone and/or email.

PCU will enter into negotiations with the selected Design Builder. If the selected Design Builder and PCU are unable to agree on terms and conditions, and as a result the Design Builder firm is unable to execute a contract within two weeks of notification of the highest rated team, PCU may then negotiate with the second or third highest ranked firm until a contract is executed, or PCU, in its sole discretion, may decide to terminate the selection process. PCU reserves the right to terminate the selection process at any time.

PCU reserves the right to reject any and all submissions, decline to proceed with selection of any firm, to request additional qualifications, and to make inquiries as may be necessary to

verify qualifications. Nothing in this document shall require PCU to proceed with design and/or construction.

ATTACHMENTS

Record Drawing: Sheet C38 of Phase 3 RPTWSD Water (Factory Road at Lea Drive)

Record Drawing: Sheet C-5.6 of Salters Haven at Lea Marina (End of Factory Road adjacent to Waterfront Circle and Broadview Lane)