

Request for Qualifications

Wilson's Mills and Buffalo Water Districts Transmission System Improvements August 2017



Qualification Statements Due by:
September 14, 2017
5:00 pm

Johnston County
Department of Public Utilities
309 E. Market Street
Smithfield, NC 27577

REQUEST FOR QUALIFICATIONS
Johnston County Department of Public Utilities

Wilson's Mills and Buffalo Water Districts Transmission System Improvements

The Johnston County Department of Public Utilities (JCPU) is seeking qualification statements from consulting firms to provide professional engineering services related to the Wilson's Mills and Buffalo Water Districts Transmission System Improvements project. A selection panel will review and evaluate the qualifications statements and select a single consulting firm for this project.

Background

Johnston County's water service districts own and operate water transmission and distribution facilities that currently serve 35,000 retail customers and 9 bulk customers. Due to significant residential growth and commercial and industrial development, additional water transmission mains and booster pumping improvements are required. The water districts have been awarded low interest loans for three separate projects from the NCDEQ – Division of Water Infrastructure for construction of the improvements.

The proposed project includes the following:

- A. Elements of improvements: (Please see the attached map identifying the three proposed project locations.)
 - 1. Approximately 20,100 l.f. of 24", 7,000 l.f. of 16", and 4,300 l.f. of 12" water mains; one Neuse River crossing, and one railroad crossing.
 - 2. One 1.5 MGD booster pump station which shall be expandable to 3.7 MGD with related electrical and SCADA improvements.
- B. Anticipated tasks:
 - 1. Prepare plans for the new mains (including profiles of river, railroad, roadway, and conflicting utility crossings)
 - 2. Prepare plans for the booster pump station.
 - 3. Prepare specifications and bidding documents, including funding agency general and special conditions and County special requirements.
 - 4. Obtain proposals and administer a geotechnical investigation for the river and railroad crossings.
 - 5. Obtain regulatory permits, including NCDEQ – DWR-Public Water Supply Section authorization to construct, state/federal wetlands permit, state buffer encroachment permit, state soil and erosion control permit, and local building permit.
 - 6. Obtain NCDOT and Norfolk-Southern Railroad right of way encroachment permits.
 - 7. Provide surveying plats and boundary descriptions for utility easements.
 - 8. Administer the advertisement and bidding procedure and prepare a written recommendation(s) for award of a construction contract.
 - 9. Prepare record drawings.
- C. Possible additional tasks:
 - 1. Construction administration.
 - 2. Resident inspection of construction.

Submittal Information

All respondents are requested to provide the information cited below. Information should be presented in a clear and concise manner. Submittals shall not exceed five (5) pages printed front and back or ten (10) pages printed only on the front.

Section I - Information about the Firm

- General overview of the firm and its experience relevant to this project.
 - Provide a clear concise answer to the question – “Why should Johnston County select your firm for this project?”
 - Provide experience with similar projects by including a list of a minimum of five (5) completed projects similar to the proposed project. Include the following with each project:
 - Location and brief description
 - Project budget
 - Name and contact number for owner’s representative
 - Lead members of project team with responsibilities noted

Section II - Information about the Proposed Project Team

- List the proposed design team and the following information for each:
 - Role/project responsibility of each lead team member
 - Qualifications
 - Education
 - Professional Registrations
 - Relevant experience
 - Length of service with present firm. If less than two years, cite name of previous employer
 - List comparable projects completed by each lead team member during the past five (5) years.
 - For the designated project manager, provide pre-bid estimated cost and final project cost, whether the project was completed within the contract schedule, and project owner’s contact information (if not included above). Denote any projects that were completed when the project manager was employed by other than current firm.

Section III: Subconsultant

- Description of scope for any subcontracted services and names of any sub consultants

Section IV: Project Management Approach

- Provide a brief narrative of the firm's perception of the project requirements, outlining any unique features or conditions that appear to need special attention that the firm, proposed project team, and sub consultants may be particularly well qualified to address.
- Provide a projected project completion schedule broken down by general tasks.

Selection

Qualification statements will be evaluated by a selection committee on the following basis:

- Firm Experience and Capability – Firms will be evaluated with respect to their experience with similar projects (up to 25 points)
- Qualifications of Design Team – Firms will be evaluated on the qualifications and experience of the firm’s proposed project team for this project (up to 25 points)
- Management Qualifications – Firms will be evaluated in terms of the project manager’s ability and understanding of the project and reliability in performing and managing work within schedule and budget (25 points)

- Project Approach – Firms will be evaluated on the overall understanding of their project and their technical approach to meeting the project objectives (25 points)

It is the policy of Johnston County to facilitate the establishment, preservation, and strengthening of small businesses and businesses owned by women and minorities by encouraging their participation in the County's procurement activities.

Firms must email to chandra.farmer@johnstonnc.com or submit three (3) hard copies of their qualification statement. Qualification statements will be received by the Johnston County Department of Public Utilities, c/o Chandra Farmer, PE, 309 E. Market Street, Smithfield, NC 27577 **until 5:00 pm on September 14, 2017**. A single consulting firm for this project will be selected by the committee within approximately two weeks of receiving submittals. For additional information, contact Timothy G. Broome, PE at (919) 209-8333 or tim.broome@johnstonnc.com.