

## **Village of Alamance ARP Projects**

**RFQ March 2022**

### REQUEST FOR QUALIFICATIONS

Village of Alamance

### **AMERICAN RESCUE PLAN ACT**

### **Professional Services – Civil Engineering Services**

#### INTRODUCTION

The Village of Alamance is requesting qualified professional engineering firms to submit a statement of qualifications to provide engineering services for preparing plans and construction documents to relocate a portion of the sanitary sewer outfall line located near Cardinal Lane.

The Village is also requesting qualified professional engineering firms to submit a statement of qualifications to provide engineering services for preparing plans and construction documents to install approximately 1,950 lf of 6" water main to provide water service to the residents of Dogwood Road.

#### BACKGROUND

The Village of Alamance seeks to replace approximate a 500 LF section of the Cardinal Lane sanitary Sewer Outfall. A portion of the existing outfall is aerial and existing trees are impacting concrete support pier. Should the tree fall during a storm event, a portion of the aerial crossing could be damaged and raw sewage potentially could flow into the stream. Several joints of the aerial section are out of alignment, vertically and horizontally. Two other manholes are within the top of bank or along the edge of top of bank and a section of line parallels the top of bank and is exposed in one location due to recent erosion of stream bank. The proposed project will reroute the line to provide more buffer from top of bank and address aerial crossing issues.

The Village also seeks to install approximately 1,950 lf of 6" water main to provide water service and fire protection to potentially 13 customers at the north and south intersection of Ashe Drive and Dogwood Road.

The projects are to be financed using funds appropriated by the NC General Assembly 2022 Budget appropriations through the Department of Environmental Quality (DEQ) for water, wastewater, and/or stormwater projects as approved in Session Law 2021-180 of the General Assembly on North Carolina. The NC DEQ/Division of Water Infrastructure (Division) will be administering the funds. The 2021 American Rescue Plan (ARP) provides funds, through the State Fiscal Recovery Fund, that the NC General Assembly allocated as 100% grants. Funds will be used in compliance with the requirements of the requirements of the ARP Act.

## OBJECTIVES

The Village intends to hire a professional engineering firm to assist the Village with the following Capital Improvement Projects. These tasks will include, but are not limited to:

### **Cardinal Lane Outfall Relocation Project:**

- Provide surveying services as needed.
- Prepare construction drawings of how the outfall will be rerouted.
- Prepare Construction Documents and assist Village with Bidding project and recommending a contract to be awarded to the lowest responsive/responsible bidder.
- Assist Village with all Construction Observation and Contract Administration of the Project.
- Assist Village with maintaining documents as required to comply with ARP Act.
- Construction Closeout.

### **Dogwood Road Area 6" Water Line Extension:**

- Provide surveying services as needed.
- Prepare Construction Documents
- Prepare Bid Documents and assist Village with bidding the project.
- Assist Village with all Construction Observation and Contract Administration of the Project.
- Assist Village with maintaining documents as required to comply with ARP Act.
- Construction Closeout.

### **Milestone dates for the Dogwood Project set by North Carolina Division of Water Quality:**

Bid and Design Package Submittal: August 1, 2022

Bid and Design Package Approval: December 1, 2022

Advertise Project, Receive Bids, Submit Bid Information, and receive Authority to Award: April 3, 2023

Execute Construction Contract(s): May 1, 2023

## ADDITIONAL INFORMATION

The selected consultant should be prepared to meet the Liability Insurance requirements of the Village. Project scope, duration, and terms shall be negotiated with the selected consultant.

## CONTENTS OF RESPONSE

This Request for Qualifications is intended to provide consultants with an opportunity to demonstrate their ability to perform the required tasks. The content of the response should respond to information presented in this Request for Qualifications. The Village will require one (1) original and two (2) copies of the responses from all interested firms. All responses shall not exceed 10 (8½" x 11") pages and must contain the following information:

1. Cover.
2. Cover Letter.
3. Table of Contents.
4. Background information about the Consultant Firm.
5. A proposed project schedule identifying length of time required for each phase of the work.
6. A description of the background, experience, and qualifications of the project team including identification of the project manager, project engineer, and other key team members. Include an organizational chart showing the proposed project personnel and office location.
7. Similar projects completed by the firm.
8. Other Grant Funded and General Sanitary Sewer or Water Projects completed by the Consultant Firm.
9. Other Village of Alamance Projects.
10. References.
11. Resumes of all Key Team Members.

The Cover, Cover Letter, Table of Contents, and Resumes of Team Members will not be counted in the page limit. Printing on both sides of each page is allowed and encouraged.

## METHOD OF SELECTION

Responses will be reviewed by the Village for the purpose of identifying and recommending those individuals offering, in total, the highest qualifications and experience with this type of project. The individuals or firms recommended may also be interviewed by members of the evaluation team for the

express intention of recommending a final short list of individuals or firms, however, such is not **required. It is anticipated that a notice to proceed will be issued by late March or early April 2022.**

The responses will be evaluated on various criteria including, but not limited to the following:

1. Qualifications, background, and prior experience of the firm and the proposed project team in executing similar projects.
2. Previous Experience with Grant Funded Projects.
3. Previous Experience with the Village of Alamance on water/sewer projects and large infrastructure projects.
4. Team member roles, experience, and office location.
5. Content, technical approach and understanding of the scope of the project.
6. Other items contained within the RFQ.

#### SUBMITTAL

Please submit your Qualifications in a sealed envelope or package, to be received by the Village no later **than 3:00 PM, Thursday, March 24th to the attention of:**

Ben York, Town Clerk

Village of Alamance

P.O. Box 96

Alamance, NC 27201

Or

Ben York, Town Clerk

Village of Alamance

2874 Rob Shepard Dr

Burlington, NC 27215

In the interest of fairness to all submitting firms, proposals received after the scheduled receipt time stated above will not be accepted and will be marked "LATE". All submittals received become the

property of the Village and will not be returned. Faxed or e-mailed documents will not be accepted.

Early

submission of Qualifications is welcomed and appreciated.

**CONTACT PERSON**

In the event clarification or additional information is needed, contact:

Ben York, Town Clerk

(336) 226-0033

[villagealamnce@bellsouth.net](mailto:villagealamnce@bellsouth.net)

Email is the preferred method of communication for questions or clarifications.