REQUEST FOR QUALIFICATIONS

Orange Water and Sewer Authority
Briarcliff/Ridgefield Neighborhood Water Line Replacements
CIP Project No. 375-01
Issue Date: July 10, 2023

Submittal Deadline: August 17, 2023 at 2PM

1. INTRODUCTION

Your firm is hereby invited to submit a written statement of qualifications to provide professional engineering services for the Briarcliff and Ridgefield neighborhood water main replacement projects (as depicted in Attachment 1). This project includes the replacement of approximately 15,948-linear feet (LF) of 6-inch and 8-inch asbestos concrete (AC) water mains along several roads within the Briarcliff and Ridgefield Neighborhoods. Replacement of the 8-inch AC water main on Ephesus Church Road is not included in this project.

OWASA will conduct a Qualification-Based Selection process to identify the best qualified firm with which to negotiate a contract. All firms submitting qualifications must have demonstrated experience and expertise in design and construction services for water main replacement.

To be considered by OWASA, responses to this RFQ must be received by 2:00 p.m. Eastern Time on Thursday, August 17, 2017. Refer to Section 5 – Submittal Requirements for details.

No pre-proposal meeting will be held for this project. To receive updates on the RFQ you must contact the project manager, Allison Spinelli (aspinelli@owasa.org).

2. OBJECTIVES

The primary objective of the project is to:

a) Evaluate the replacement option for approximately 15,948-LF of 6-inch and 8-inch AC water mains within the Briarcliff and Ridgefield Neighborhoods of Chapel Hill.
b) Abandon 6 and 8-inch AC water mains.
c) Recommend design and construction plans that will achieve the needs of OWASA and customers.
d) Perform construction related services to complete the recommended construction.
e) All other work necessary to complete the project.

3. BACKGROUND

This project includes the replacement of existing 6-inch and 8-inch diameter AC water

mains with new ductile iron along several roads within the Briarcliff and Ridgefield neighborhoods of Chapel Hill. The 8-inch AC water main along Ephesus Church Road is not included in this scope of work. The intent of the project is to identify the most cost effective, efficient, and reliable way to execute the replacements. The waterlines in the project area have reached the end of their useful life and need replacement. This neighborhood has been selected for replacement due to high likelihood of failure results from our water main prioritization model.

The traffic control and impacts to the residents of the Briarcliff and Ridgefield neighborhoods resulting from the work is expected to be significant and therefore will be a major consideration in the design. Coordination during design with residents and Town of Chapel Hill staff to understand construction limitations and restrictions is expected to be a major component of the project. Efforts to reduce community impacts and coordinate efforts will be vital to the success of the project.

OWASA has prioritized construction of this water line replacement project in Fiscal Year (FY) 26 and FY27, however construction could commence earlier if design, supply chain, and funding allows.

4. SCOPE OF SERVICES

The list of services below is what we feel will be necessary to complete the objectives for this project. **However, the final scope of services will be negotiated with the selected engineering firm and may include modified and/or additional tasks.**

1. Planning services may include:
    a. Project phasing and budgetary cost estimates
    b. Preliminary engineering / alternatives report
    c. Maintenance and continuity of services planning
    d. Community engagement planning
    e. Funding support, including potentially SRF applications

2. Design services may include:
    a. Design
    b. Permitting
    c. Development of construction contract documents and technical specifications
    d. Community engagement
    e. Cost estimation
    f. Bid assistance

3. Construction services may include:
    a. Construction inspection
    b. Construction administration
    c. Community engagement
    d. Permit closeout process

e. Preparation of Record Drawings and other closeout information

The draft and final plans, reports, etc. will be provided in electronic and hard copy formats in a manner acceptable to and usable by OWASA. The actual list and format of deliverables will be negotiated with the selected firm.

5. SUBMITTAL REQUIREMENTS

Responses to this RFQ must be received by OWASA no later than 2:00 p.m. Eastern Time on Thursday, August 17, 2023. To be considered, please submit four (4) hard copies and one (1) electronic copy in PDF format of the required qualifications to:

Allision Spinelli, P.E.
Engineering Manager – Capital Projects
Orange Water and Sewer Authority
400 Jones Ferry Road
Carrboro, North Carolina 27510

Submittals (**including** resumes) shall be limited to a maximum of 10 double-sided pages (i.e., 20 pages printed double-sided onto 10 sheets of 8-1/2"x11" paper). Please note that all Submittals shall become public documents upon delivery to OWASA. If there is sensitive or confidential information that cannot be shared publicly, please include additional documentation along with your submittal.

Each submittal must include the following in order to be considered:

a) ***Statement of Interest*** **[5 points]:** This shall explain your firm's interest in performing the work on this project, including how the project aligns with your firm's capabilities.
b) ***Project Team*** **[15 points]:** This shall include a listing or organization chart of the proposed project team members, including sub-consultants (if any), identifying their respective roles on the project, and indicating their availability to support this project. Each proposal shall include resumes of key team members. The primary contact shall be clearly identified.
c) ***Project Approach*** **[30 points]:** Clearly describe your proposed approach to accomplish the work to meet the project objectives, identifying how you will manage any notable risks to meeting the schedule and budget constraints. Your proposal shall provide a step-by-step description of the phased approach for completion of the project, as you understand it, and specific deliverables for each phase of the process.
d) ***Past Experience and References for Similar Projects*** **[20 points]:** Provide references (including name and contact information for the client) and summaries for the five (5) similar projects your firm/team has completed in the last ten (10) years for other clients. Identify who served as project manager and key lead technical roles in those projects.

e) ***Project Schedule*** **[25 points]:** The proposal shall include anticipated project schedule clearly describing and demonstrating your understanding of the necessary project activities, reasonable durations and sequencing in meeting the project's schedule. It is OWASA's current intention to execute construction of this project in FY26 and FY27.

f) ***Project Concerns*** **[5 points]:** Identify any potential concerns or hinderances to successful competition of the project.

g) ***Contract Objections:*** It is OWASA's intention to use a contract similar to the one included as Attachment 2. If your firm objects to any element of the contract, please state the objections in the submittal.

6. SELECTION PROCESS AND CRITERIA

OWASA intends to select a firm on a qualifications basis within two weeks of receiving the responses to this RFQ and expects to complete final scoping and contract negotiation in September 2023.

Note: OWASA may elect to conduct face-to-face interviews with two or more firms being evaluated prior to making a final selection. If OWASA cannot reach an agreement with the initially selected firm, OWASA will then proceed to negotiate with other firms that submitted proposals or will reissue the RFQ. OWASA reserves the right to make an award in whole or in part, or to reject any and all proposals and not award a contract for the services described in this RFQ.

7. OWASA POINT OF CONTACT

Allision Spinelli will be OWASA's primary point of contact for all consultant selection matters relating to this project. **All questions regarding this Request for Qualifications must be emailed on or before Wednesday, August 9, 2023** to Mrs. Spinelli at aspinelli@owasa.org.

8. SUPPLEMENTAL INFORMATION

Attachment 1	Project Area/Location Map
Attachment 2	Contract Agreement Template