



ORANGE WATER AND SEWER AUTHORITY

Our community's trusted partner for clean water and environmental protection.

REQUEST FOR QUALIFICATIONS

**Orange Water and Sewer Authority
Burning Tree Water Line Replacements
CIP Project No. 375-02
Issue Date: November 7, 2023**

Submittal Deadline: December 5, 2023 at 2PM

1. INTRODUCTION

Your firm is hereby invited to submit a written statement of qualifications to provide professional engineering services for the water main replacement along Burning Tree Drive, Torrey Pines Place, and Canterbury Lane in Chapel Hill (as depicted in Attachment 1). This project includes the replacement of approximately 6,000-linear feet (LF) of 8-inch asbestos concrete (AC) water mains.

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 RFO must be received by 2:00 p.m. Eastern Time on December 5, 2023. Refer to Section 5 – Submittal Requirements for details.

2. OBJECTIVES

The primary objective of the project is to:

- a) Evaluate the replacement options for approximately 6,000-LF of 8-inch AC water main.
- b) Abandon 8-inch AC water mains.
- c) Perform construction related services to support the recommended construction.
- d) All other work necessary to complete the project.

3. BACKGROUND AND DESCRIPTION

This project includes the replacement of existing 8-inch diameter AC water mains with new ductile iron along Burning Tree Drive within the Oaks neighborhood of Chapel Hill. The intent of the project is to identify the most cost effective, efficient, and reliable way to execute the replacement. The waterline in the project area has reached the end of its useful life and is in need of replacement. This neighborhood has been selected for replacement due to the high likelihood of failure results from the water main prioritization model.

The traffic control and impacts to the residents of the Oak neighborhood 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 is expected to be a major component of the project. Efforts to reduce community impacts and coordinate efforts with any planned Town improvements will be vital to the success of the project. This project intends to stay away from North Carolina Highway 54 (Raleigh Rd.).

OWASA has not yet prioritized construction of this water line replacement project. Construction timing will be dependent upon available future funding.

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. 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
2. 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 December 5, 2023. To be considered, please submit four (4) hard copies and one (1) electronic copy in PDF format of the required qualifications to:

Andre Miller, P.E.
Utilities Engineer – Capital Projects
Orange Water and Sewer Authority
400 Jones Ferry Road
Carrboro, North Carolina 27510

Submittals (**including** resumes, but not including covers) 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:** 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 [30 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. Your proposal shall provide a step-by-step description project approach, 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 [15 points]:** The proposal shall include anticipated project schedule clearly describing and demonstrating your understanding of the necessary project activities, reasonable durations and sequencing.
- 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

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 December 2023.

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

Andre Miller 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 December 5, 2023** to Mr. Miller at amiller@owasa.org.

8. SUPPLEMENTAL INFORMATION

Project maps are schematic in nature and generally intended to show extents only.

Attachment 1	Project Area/Location Map
Attachment 2	Contract Agreement

