

The Gateway to Lake Tillery

1. REQUESTS FOR QUALIFICATIONS – ENGINEERING SERVICES

SOLICITING AGENCY: Town of Norwood

PROJECT TITLE: PFAS Study Project

SERVICES SOLICITED: Professional Engineering Services

DEADLINE FOR SUBMISSION: 12:00 Noon., Monday, April 29, 2024

1. PURPOSE OF SOLICITATION

The Town of Norwood has received a $500,000 loan (with 100% loan forgiveness) from the NC Department of Environmental Quality Drinking Water State Revolving Fund (SRF) Emerging Contaminants (EC) to conduct a study of Perfluorooctanic Acid Perfluorooctyl Sulfonate chemicals.

1. SCOPE OF SERVICES

The following outlines the services to be provided by the engineering consultant:

1. Provide Basic Services Including:

1. Submit a Scope of Work to NCDEQ by August 1, 2024 for this study.
2. Conduct a study to address emerging contaminants within the Town’s drinking water system (raw water, treatment and distribution) specifically for PFAS contaminants.
3. Include water sample collection and testing, transient analysis, GIS mapping, and hydraulic analysis as required; and field survey efforts to determine contributing sources of contamination and constituent range in the system.
4. Provide an engineering report to provide the Town with viable implementation alternatives for action which may include upgrades to the distribution and treatment infrastructure.

IV. EVALUATION CRITERIA

Award of contract for engineering services for this project shall be made to the responsible individual or firm whose proposal is most advantageous to the Town of Norwood. Special consideration will be given to experience, technical ability, high level of client service, familiarity with the services to be provided (water infrastructure), reputation, and quality of work.

Proposal evaluation will be based on five evaluation factors to be rated on a point system. The Town will select the most qualified individual or firm based on the criteria below and attempt to negotiate with that consultant.

1. Previous engineering experience with the Town of Norwood and other water and sewer infrastructure improvement projects and the success of these projects.
2. Ability to carry out projects on schedule and to complete projects.
3. Experience with the Engineering Firm’s proposed Project Manager project staff on previous related projects.
4. Understanding of needs of the Town and responsiveness of the firm to elements in Requests for Proposals.
5. Hourly Fee Schedule (for evaluation purposes only). No lump sum quotes.

V. PROPOSAL CONTENTS

If you are interested in performing the services defined herein, please **submit your Statement of Qualifications on or before 12:00 noon, Monday, April 29, 2024.**

Proposals should be limited to five (5) pages, single sided, including a cover letter and must specifically address each of the following items:

1. **Prior Experience** – A summary listing of previous water treatment and distribution projects and studies with emphasis on projects with Town of Norwood or other municipalities in Stanly, Union, or surrounding area.
2. **Resources** – Provide your proposed staff plan by listing each individual who will work on the project. Provide a brief explanation of the specific function of each individual and the role each will play in completing the project. A resume for each individual to be assigned to the project should be attached to Proposal.
3. **Project Delivery –** Describe how the firm is prepared to be responsible to the local needs and local preferences. Include any special knowledge of the local area needs of the jurisdiction.
4. **Hourly Rates –** Hourly Fee Schedule (for evaluation purposes only). No lump sum quotes.

VI. LOCATION TO MAIL OR DELIVER PROPOSAL TO:

 Mail to: Ray Allen, Town Administrator

 Town of Norwood

 PO Box 697

 Norwood, North Carolina 28128

 Or

 Deliver to Town of Norwood

 212 South Main Street

 Norwood, NC 28128

VII. GRANTEE DISCLOSURE REQUIREMENTS

The Town of Norwood is an Equal Opportunity Employer. Local, minority, female owned, veteran owned and small businesses are encouraged to submit proposals. The Town of Norwood reserves the right to reject any or all proposals.