



**REQUEST FOR QUALIFICATIONS
LAKE TILLERY FORCE MAIN IMPROVEMENT ENGINEERING SERVICES
TOWN OF MOUNT GILEAD, NORTH CAROLINA**

A. GENERAL

The Town of Mount Gilead issues this Request for Qualifications (RFQ) to secure engineering services in connection with the recently funded Lake Tillery Force Main Improvement project. The State of North Carolina appropriated \$8,000,000.00 for the project in the 2023-2025 State Budget. This funding will be utilized to engineer and install a larger force main running 4.1 miles from the Town's "Lift Station 6" to the Waste Water Treatment Plant. The Town Anticipates that this project will take approximately two years to complete.

B. SUBMISSION REQUIREMENTS

Please provide the following information in the RFQ response for engineering services:

1. Firm's legal name.
2. Location of offices, addresses, email and telephone number, the principal(s) of the firm, and their experience and qualifications.
3. Wastewater Infrastructure Experience. The specialized experience and technical competence of the staff to be assigned to the project with respect to Force Main Engineering and Improvements or related work; description of the firm's prior experience, including any similar projects; the size of the community served; names of local officials knowledgeable regarding the firm's performance on related work. Include at least three references within the past three years.
4. A proposed work plan which defines the approach to the work and an estimated project schedule with major tasks.
5. Hourly rates for personnel to be utilized on the project.

C. QUALIFICATIONS EVALUATION CRITERIA

The Town of Mount Gilead will utilize the following criteria in evaluating the responses received:

1. Qualifications, Competence, and Reputation of Firm and Personnel: Overall assessment of the firm's qualifications and reputation; Assessment of the ability and competence of the firm to conduct the work. Evaluation of the specialized experience and technical competence of the staff to be assigned to the project and the qualifications of those persons. Specific experience with respect to Force Main related work. Include at least three references within the past three years.

2. Firm's Capability to Meet Time and Project Budget Requirements: The capacity and capability of the firm to perform the work outlined, including any specialized services, within the period of the project.
3. Related experience on similar projects: Assessment of the firm and assigned professionals in working with similar Force Main Projects.

Summarized evaluation criteria and points assigned to each criteria are shown below:

Criteria	Point
Qualifications, Competence, and Reputation of Firm and Personnel	30
Firm's Capability to Meet Time and Project Budget Requirements	40
Related Experience on Similar Projects	30
Maximum Total Points	100

D. SCOPE OF ENGINEERING SERVICES

The Town of Mount Gilead will utilize State Water And Sewer Infrastructure Funds to design and install a larger force main running 4.1 Miles from Lift Station 6 to the Town Waste Water Treatment Plant (visuals attached). The project will include, but not be limited to, the following tasks to achieve the goals as established:

- Preliminary Engineering Services
- Design and Engineering of 12-16 inch Force Main
- Funding Coordination
- Environmental Assessment(s) as Required
- Surveying
- Easement Mapping
- Force Main Design Crossing Lake Tillery
- Permitting Services
- Bid & Award Phase Services
- Construction Observation

The Existing Force Main runs 4.1 miles adjacent to Lilly's Bridge Road from Lift Station 6 (Located at the Lake Tillery Fire Department; 1853 Lilly's Bridge Road, Mount Gilead, NC 27306) to the Mount Gilead Waste Water Treatment Plant (263 Lilly's Bridge Road, Mount Gilead, NC 27306). The existing Force Main is eight inches in diameter, but Mount Gilead seeks to expand the capacity along Lilly's Bridge Road to encourage the development of the region. The Town of Mount Gilead anticipates that the project would require a 12 inch force main.

E. DEADLINE FOR SUBMITTAL

Three (3) hard copies of the above information should be submitted no later than 12pm on November 30, 2023 to:

Town of Mount Gilead
Dylan Haman, Town Manager
PO Box 325
Mount Gilead, NC 27306

Questions concerning the scope of work required by the Town, or other questions related to your firm's submission should be addressed in writing to Dylan Haman, Town Manager, at dhaman@mtgileadnc.com

F. NOTIFICATION

The selected firm will be notified by telephone and/or email. The Town of Mount Gilead reserves the right to reject any and all submissions, decline to proceed with selection of any firm, to request additional qualifications, and to make inquiries as may be necessary to verify qualifications. Nothing in this document shall require Mount Gilead to proceed with design and/or constructions.

The Town of Mount Gilead is an Equal Opportunity Employer and invites the submission of proposals from small and minority and women-owned firms, and historically underutilized businesses.