

FAYETTEVILLE PUBLIC WORKS COMMISSION

PWC2122044

REQUEST FOR STATEMENT OF QUALIFICATIONS ENGINEERING SERVICES
DISTRIBUTION AUTOMATION RESTORATION SCHEMES

DUE: MARCH 18, 2021; 5:00 P.M.

REQUEST FOR STATEMENT OF QUALIFICATIONS FOR ENGINEERING SERVICES
DISTRIBUTION AUTOMATION RESOTORATION SCHEMES

FAYETTEVILLE PUBLIC WORKS COMMISSION

In accordance with N.C.G.S. 143-64.31, the Fayetteville Public Works Commission (PWC) is seeking the services of a qualified engineering consultant to provide engineering services for the following project:

- Distribution Automation (DA) restoration schemes for PWC's Water and Waste-Water Treatment Plants utilizing Sweitzer Distribution Automation Controller (DAC) equipment. Interested firms possessing the necessary expertise to perform the scope of work outlined in the attached project narrative attached herein are encouraged to submit a Statement of Qualifications for the proposed project according to the following requirements.

QUALIFICATION STATEMENT REQUIREMENTS

The qualifications statement must consist of the following information, tabbed as identified and in the order indicated below:

Section 1 – Letter of Transmittal (maximum of two (2) pages)

- Firm name, year established, address, telephone number, fax number and contact person.
- Provide copies of Certificates of Insurance showing General Liability, Automotive, Worker's Compensation and Professional Liability Coverage (Certificate of Insurance will not count towards page limit)
- State any conflicts of interest your firm, or any key individuals of the firm may have with the project or PWC.

Section 2 – Personnel

- Specify professional qualifications of key management and staff personnel to be assigned to the project.
- Identify specialty, level of expertise, education and any direct work experience on projects similar in scope to the one being proposed.

Note: Substitution of other personnel after the selection is made must be approved by PWC.

Section 3 – Consultants/Sub-consultants/Other Participants

- Provide a list of consultants who would be retained to provide services on the project.
- Provide a synopsis for each to include size of staff, names of key personnel and services to be provided as well as past experience.
- Specify the percentage of work anticipated to be attributed to these consultants. Note: If respondent will self-perform all work the respondent must specify such in their submission.

Section 4 – Past Experience

- Document expertise in those specific engineering tasks and/or technologies required to successfully complete the scope of work associated with the project.
- Provide a brief description of similar projects completed in the last 5 years.
- Provide names and contact numbers for references for similar projects.

Section 5 – Project Approach and Understanding

- Include a listing and description of each phase of the project and identify key staff who will be assigned to each phase of the project.
- Provide a proposed schedule for completing the work.
- Describe why your firm should be selected.

NOTE: The qualifications statement shall be limited to the maximum number of fifteen (15) pages. This page limit includes the tabs and/or other dividers. Also note that double-sided pages will be counted as two pages. Failure to comply with the page limits will result in automatic disqualification of the submittal. The interested consultant(s) shall focus their response to this RFQ on their qualifications to complete the work, and why they should be selected for the specific project.

AWARDING OF PROJECTS

The Fayetteville Public Works Commission will consider and evaluate Statements of Qualifications in accordance with N.C.G.S. 143-64.31. Statements of Qualifications will be reviewed by a committee composed of PWC personnel. Qualification packages will be ranked based on this review, which will consider the criteria as described above. The Fayetteville Public Works Commission will select a consultant to complete the project and will attempt to negotiate Service Agreements with the highest ranked firm. Should the parties be unable to reach an agreement, the Fayetteville Public Works Commission reserves the right to continue scope and fee negotiations with the other firms, in order of their proposal rankings.

The Fayetteville Public Works Commission reserves the right to reject any or all submittals.

E-VERIFY

Consultant hereby acknowledges that “E-Verify” is the Federal E-Verify program operated by the US Department of Homeland Security and other federal agencies which is used to verify the work authorization of newly hired employees pursuant to Federal law and in accordance with Article 2, Chapter 64 of the North Carolina General Statutes. Consultant further acknowledges

that all employers, as defined by Article 2, Chapter 64 of the North Carolina General Statutes, must use E-Verify and after hiring an employee to work in the United States, shall verify the work authorization of the employee through E-Verify in accordance with NCGS §64-26(a). Consultant hereby pledges, attests and warrants through execution of this Agreement that Consultant complies with the requirements of Article 2, Chapter 64 of the North Carolina General Statutes and further pledges, attests and warrants that any sub-consultants currently employed by or subsequently hired by Consultant shall comply with any and all E-Verify requirements. Failure to comply with the above requirements shall be considered a breach of this Agreement.

IRAN DIVESTMENT ACT

As mandated by NCGS. 147-86.59(a), Consultant hereby certifies that it is not listed on the Final Divestment List created by the North Carolina State Treasurer pursuant to NCGS 147-86.58. Consultant further certifies that in accordance with NCGS 147-86.59(b) that it shall not utilize any sub-consultant found on the State Treasurer's Final Divestment List. Consultant certifies that the signatory to this Contract is authorized by the Consultant to make the foregoing statement.

MINMUM INSURANCE REQUIREMENTS

1. Commercial General Liability Insurance with a combined single limit of liability of not less than one million dollars (\$1,000,000) for each occurrence of bodily injury and/or property damage and an annual aggregate of liability of not less than two million dollars (\$2,000,000) for bodily injury and/or property damage, and an annual aggregate of liability of not less than two million dollars (\$2,000,000) for Completed Operations and Products Liability.
2. Professional Liability errors and omissions or malpractice insurance including contractual liability coverage with limits of not less than one million dollars (\$1,000,000) per occurrence and one million dollars (\$1,000,000) aggregate;
3. Worker's compensation insurance as required by North Carolina State law; and
4. Automobile Liability insurance with limits not less than one hundred thousand dollars (\$100,000) each person and three hundred thousand dollars (\$300,000) each accident for bodily injury and property damage.

SUBMITTAL OF QUALIFICATIONS STATEMENT

A total of 6 copies of the Statement of Qualifications are due in the PWC Office no later than 5:00 p.m. March 18, 2022 .

Qualification packages should be mailed or delivered to:

Fayetteville Public Works Commission Attention: Carla Wint, Procurement Advisor
955 Old Wilmington Road
Fayetteville, North Carolina 28301

Questions regarding this Request for Qualifications shall be submitted in writing to the attention of Carla Wint, Procurement Advisor by e-mail to carla.wint@faypwc.com, no later than 5:00 p.m., March 10, 2022.

**Distribution Automation (DA) Restoration Schemes for
PWC's Water and Waste-Water Treatment Plants
Utilizing Sweitzer Distribution Automation Controller
(DAC) equipment.**

PROJECT DESCRIPTION

PWC has standardized on SEL's Distribution Automation Controller for virtually all of its Distribution Automation schemes. This Project involves providing functional design, specification, and configuration for a SEL-3530 DAC for the implementation of the auto-transfer and auto-restore schemes at each of the four (4) Treatment Plants. The DAC will be configured to communicate with and control G&W Viper Reclosers utilizing SEL relays. It will be the responsibility of the Engineer to provide Relay settings for each SEL device. One of the Treatment Plants is currently installing a new emergency generator to protect it against the loss of electrical utility service for an extended period of time. The DA scheme developed for this plant will need to take into account the control scheme required to transfer plant load to generator power via an open transfer scheme methodology and return to electrical utility service via a closed transfer scheme methodology. The Engineer will perform Factory Acceptance Testing of the DA C and will be available on-site for proper DA scheme start-up and verification.