

Request for Qualifications  
for  
Professional Engineering Services  
Bertie County Water District IV  
Lewiston – Woodville Community  
Water System Replacement  
State Project No: VUR-D-ARP-0042  
9/16/2022

The County of Bertie, Water District IV, has received funding from the North Carolina Department of Environmental Quality (NCDEQ) Division of Water Infrastructure (DWI) as follows:

1. Replacement of approximately 32,680 linear feet of Asbestos-Cement water mains and 5,360 linear feet of galvanized water mains and associated valves, meters, and fire hydrants. Also included is the addition of two (2) on stand-by power generators at Well #8 and Well #13 which supply water to Water District IV.

Contingent upon formal awards, the County of Bertie is soliciting Requests for Qualifications for Professional Engineering Services to assist the County of Bertie in the planning, design, permitting, bidding, administration and observation of construction activities and start-up services for the work described above. Payment terms will be negotiated with the selected firm. The fees for professional engineering services will be paid with grant funds.

**Scope of Work:**

Engineering services for all work must comply with NCDEQ-DWI guidance documents and receive acceptance/approval from NCDEQ-DWI prior to final payments by Bertie County.

**Submission Requirements:**

RFQ submissions must include at a minimum:

1. Individual or Firm Information: firm's legal name, address, email, and telephone number, the principal(s) of the firm and the firm's experience and qualifications; and
2. Water/Wastewater Experience: The specialized experience and technical competence of the staff to be assigned to the project with respect to water / wastewater improvements or related work, description of firm's prior experience, including any similar projects, construction cost, and names of local officials knowledgeable regarding the firm's performance on related work. Include at least five (5) references within the past five years; and
3. Firm Capacity and Capability: The capacity and capability of the firm to perform the work in question, including specialized services, within the period of the grant, the past record of performance of the firm with respect to such factors as control of costs, quality of work, and ability to meet schedules; description of firm's current work activities, capability of carrying out all aspects of related activities, and firm's anticipated availability during the term of the project; and
4. The proposed work plan and schedule for activities to be performed; and
5. Documentation of compliance with state and federal debarment/eligibility requirements.

Submissions will be evaluated according to the following factors and Bertie County will identify the number of points for each of the criteria below.

1. Qualifications, Competence and Reputation of Firm and Personnel	20 points
2. Firm’s Capability to Meet Time and Project Budget Requirements	15 points
3. Present Project Workload of Firm	15 points
4. Related Experience on Similar projects	20 points
5. Recent and Current Work for the County	<u>30 points</u>
Total Points	100 points

Upon completion of the review, the County of Bertie will award and contract the work as authorized by the Bertie County Board of Commissioners.

Respondents may review the grant application, which includes descriptions of the proposed work including activities, budgets, schedules, and other pertinent information by visiting the Bertie County Public Utilities office at 106 Dundee St, Windsor, NC 27983 during regular office hours.

**Contract Award:**

Once the most qualified firm is selected, costs for the services will be negotiated. Contracts shall be contingent upon formal grant awards. If an agreement of contract compensation cannot be determined with the first qualified firm, Bertie County will eliminate that firm and begin discussions with the next most qualified firm.

The above information must be received no later than 5:00 PM on October 4, 2022, at 106 Dundee St, Windsor, NC 27983. Electronic submittals via email are acceptable. For more information, contact Ricky Spivey , Bertie County Utility Director, at (252) 794-5350 [ricky.spivey@bertie.nc.gov](mailto:ricky.spivey@bertie.nc.gov). Bertie County is an equal Opportunity Employer and invites the submission of proposals from minority and women-owned firms.