

REQUEST FOR QUALIFICATIONS FOR ENGINEERING SERVICES

Cliffside Sanitary District – Local Government Commission

Cliffside Sanitary District System Repairs and WWTP Retrofit

1. INTRODUCTION

The Cliffside Sanitary District under the financial control of the Local Government Commission (“Cliffside Sanitary District – Local Government Commission”) requests proposals from qualified firms or individuals to provide engineering services for work related to the implementation of Repair and Retrofit project(s) for Cliffside Sanitary District’s Sewer Collection System (Permit WQCSD0287) and Wastewater Treatment Plant (NPDES NC0004405).

You are invited to submit a proposal, in accordance with this request, to:

Cliffside Sanitary District
c/o North Carolina Department of State Treasurer, Local Government Commission
3200 Atlantic Avenue
Raleigh NC 27604, County of Wake

Attn: Eric Faust

Proposals are to be submitted no later than 5 p.m. on November 22, 2023.

2. BACKGROUND

Cliffside Sanitary District’s (CSD) wastewater acceptance and treatment are provided to 88 customers in the region including 85 residential/commercial users, 1 industrial user, and 2 institutional users. On average the daily usage is 0.018 million gallons per day (MGD), and the average annual usage is 6.74 million gallons. Flows coming into the Cliffside Sanitary District Wastewater Treatment Plant (CSD WWTP) spike to over 50 times the average daily flow due to excessive infiltration and inflow during rain events. Water service is no longer provided by CSD and now comes through Broad River Authority.

The CSD WWTP was designed and built in 1973 by Alley, Williams, Carmen, & King, Inc. Engineers, and Architects to serve Cone Mills and the residents of the area. The original design capacity and permit was able to treat 1.75 MGD. Cone Mills closed in 2003 and filed for bankruptcy in 2005. After Cone Mills closed, the area began to see a decline in tax base and revenue for CSD. CSD was taken over by the Local Government Commission in 2019 and declared a distressed utility under the Viable Utility assessment process in 2020.

As a distressed utility, Cliffside Sanitary District – Local Government Commission has received a grant to complete these projects from the Viable Utility Reserve funded through the **American Rescue Plan Act with a statutory requirement to make all reimbursements by December 31, 2026**. The purpose of this project is to retrofit, repair, add, remove, replace, and/or rehabilitate the CSD sewer system’s gravity lines and manholes, pump stations, and upfit the wastewater treatment plant as identified in an Asset Inventory and Assessment report completed in March 2022 by Tetra Tech. The project will be size-like replacements, retrofits, or repairs and will not increase the capacity of the wastewater treatment plant.

3. SCOPE OF WORK

The Engineer will be responsible for preparing project cost estimates for application preparation and if awarded, the selected Engineer will provide all engineering services through project closeout in accordance with federal, state, and local laws, regulations, and policies. The scope of work includes but is not limited to the following:

- 1) Preliminary reports and alternatives analyses
- 2) Plans and specifications
- 3) Bid documents, opening, and tabulation
- 4) Construction contracts and administration
- 5) Permitting
- 6) Pre-construction conference
- 7) Construction inspection including periodic reports to Cliffside Sanitary District – Local Government Commission
- 8) Payment requests in conjunction with LGC approval

Cliffside Sanitary District is an Equal Opportunity Employer and encourages Minority-owned Business Enterprises (MBEs) and Woman-owned Business Enterprises (WBEs) to submit proposals.

4. SELECTION PROCESS

All proposals must be submitted in a sealed envelope and marked with the following language:

“Proposal for Cliffside Sanitary District Sewer Collection System Repairs & WWTP Retrofit- Engineering Services”

Proposals will be evaluated on the following factors:

- Qualifications (40 points)
- Experience (40 points)
- Capacity for Performance (20 points)

To be evaluated properly, the following must be addressed in detail:

- Qualifications – List of qualifications of persons to be assigned to project.
- Experience – Information regarding the firm’s experience and the projects previously undertaken, including the type and number of grants awarded, the projects activities, and the status of the projects.
- Capacity for Performance – Identify the number and title of staff assigned to provide services.

The Cliffside Sanitary District – Local Government Commission staff will evaluate each proposal and may hold proposals for a period of not to exceed thirty (30) days for the purpose of reviewing the content of the proposals and investigating the qualifications of the firms and assigned individuals.

The Cliffside Sanitary District – Local Government Commission reserves the right to reject any and/or all proposals. Subject to Viable Utility Reserve grant/award(s) the Cliffside Sanitary District – Local Government Commission will award a contract with the qualified individual or firm whose proposal has the highest number of cumulative points issued by the selection review staff and determined to be the most advantageous to the Cliffside Sanitary District, qualifications and other factors considered. The contract will include the scope and extent of work and other essential requirements. The contract will be on a fixed price not to exceed basis. The Cliffside Sanitary District – Local Government Commission has the authority to terminate the selection at any time.

5. POINT OF CONTACT

All contact and communications with Cliffside Sanitation District – Local Government Commission shall be directed to Eric Faust, Finance Officer by email to eric.faust@nctreasurer.com or by phone at (919)930-7176. All questions regarding this Request for Qualifications must be emailed on or before November 14th, 2023.