

Nash County has received a Community Development Block Grant- Disaster Recovery (CDBG-DR) award in the amount of \$455,114 from the North Carolina Department of Public Safety, which will be combined with a \$500,000 award from the Golden Leaf Foundation originally secured by the Town of Nashville, to complete drainage system replacement in Nashville, NC along Elm Street from the outlet near Stoney Creek up to the N. Alston Street Area. Nash County is soliciting qualifications for professional engineering services to provide engineering design, construction management, and construction inspection services, to include with CDBG-DR program and compliance requirements for the project.

Scope of Work:

Engineering services shall include, but are not limited to, Standard of the Industry tasks necessary to implement the project in conformance with the CDBG-DR program and NCDPS compliance areas. Tasks should include but not be limited to the following:

1. Prepare the final design and construction bid package in conformance with applicable regulations and requirements, to include all CDBG-DR compliance regulations and requirements;
2. Supervise the bid advertisement, tabulation, and award process, to include preparation of advertisement for bids, pre-bid meeting, bid opening, and notice to proceed;
3. Conduct the pre-construction conference;
4. Survey, field staking, supervise on-site construction work, and prepare inspection reports;
5. Review and approve all contractor requests for payment, change orders, and submit approved requests to the governing body or program manager as appropriate;
6. Provide 2 sets of reproducible plan as-built drawings to the County upon project completion;
7. Conduct final inspection and testing;
8. Submit certified "as-built" drawings to appropriate authorities;
9. Complete Davis-Bacon on-site interviews every 3 weeks at a minimum and payroll receipt and review; and,
10. Complete all other standard of the industry construction administration activities needed for a completed project.

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 their experience and qualifications;
2. Recent Engineering Project Experience: The specialized experience and technical competence of the staff to be assigned to the project with respect to drainage improvements or related work, description of firm's prior experience, including any similar projects (in particular those funded by CDBG), size of community, location, total construction cost, and names of local officials knowledgeable regarding the firm's performance on related work. Include at least five references within the past five years;
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 CDBG related activities, and firm's anticipated availability during the term of the project;

4. The proposed work plan and schedule for activities to be performed; and
5. Documentation of compliance with state and federal debarment/eligibility requirements.

Qualification Evaluation Criteria:

Submissions will be evaluated per the following factors:

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| 1. Qualifications, Competence and Reputation of Firm and Personnel | 20 points |
| 2. Firm’s Capability to Meet Time and Project Budget Requirements | 20 points |
| 3. Present and Project Workload of Firm | 20 points |
| 4. Related Experience on Similar projects | 15 points |
| 5. Prior and Current Work in the Town of Nashville | 15 points |
| 6. Ability to meet local needs | 10 points |

For additional information or review the CDBG-DR application which includes a description of the proposed project including activities, budget, schedule, and other pertinent information, potential respondents may contact Patsy McGhee, Assistant to the County Manager, at (252) 462-2434 at the Nash County offices during regular office hours.

Contract Award:

Once the Nash County selects the firm best suited to meet the County’s needs on this project, the County will negotiate a cost for services with the selected firm. Interested firms should submit a response to this RFQ no later than October 18, 2019, 12:00 noon, at the office of Patsy K. McGhee, Assistant to the County Manager, 120 W. Washington Street, Suite 3040, Nashville, NC 27856. Nash County is an Equal Opportunity Employer and invites the submission of proposals from small and minority and women-owned firms, historically underutilized businesses, and certified/registered Section 3 businesses concerns. This information is available in Spanish or any other language upon request. Please contact Patsy K. McGhee at (252) 462-2434 or at 120 W. Washington Street, Nashville, NC for accommodations for this request. Esta información está disponible en español o en cualquier otro idioma bajo petición. Por favor, póngase en contacto con Patsy K. McGhee al (252) 462-2434 o en 120 W. Washington Street, Nashville, NC de alojamiento para esta solicitud.

September 30, 2019

