

RFQ #1-24**Creswell, North Carolina****Date of Issue: 12/11/24****SOQ Due date: 01/29/2025****Projects: AIA-W-VUR-0022; AIA-D-VUR-0021****Request for Qualifications for Professional Engineering Services
Asset Inventory Assessment for Water and Sewer Systems**

Please direct all inquiries concerning this RFQ to Kelly Hoeltzel at khoeltzel@sbpusa.org.

BACKGROUND

The Town of Creswell is a small community of about 200 in rural Washington County, south of US 64 and Pettigrew State Park and upstream of the Scuppernong River. FEMA has designated the town as a Community Disaster Resilience Zone (CDRZ), denoting the Town as one of the most socially and hazard-vulnerable communities nationally. In addition, the NCDEQ Viable Utilities Program has designated the Town as distressed. From October 2023 to June 2024, The Town participated in Phases 1 and 2 of the Resilient Coastal Communities Program (RCCP) to develop a Resilience Strategy and identify issues with both their water and sewer systems as well as chronic flooding. The Town's Resilience Strategy acknowledges that Creswell faces elevated risks from coastal hazards like flooding, sea level rise, and rising groundwater due to its low-lying position on the Albemarle-Pamlico Peninsula along the Scuppernong River. Nine priority projects have been identified through the RCCP study, six flood mitigation-related projects, and three water and wastewater system improvements.

Creswell's unique vulnerabilities with sea level rise, climate change effects, groundwater rise, increased precipitation, and low-lying areas make it an ideal community to pilot the addition of long-term modeling and adaptation into its traditional asset inventory.

The North Carolina Office of Recovery and Resiliency (NCORR) and NC DEQ Viable Utilities Program have collaborated with the Town to further explore through the Asset Inventory and Assessment (AIA) grant, how to make the water and wastewater system more resilient to climate change. This has resulted in a Pilot Program to explore alternatives and develop strategies for the long-term resilience of the Town's infrastructure.

Work completed as part of this Pilot AIA process will be the first of its kind in the State and aims to create a framework for incorporating future conditions into Asset Inventory and Assessments in other communities.

Due to the nature of this Pilot program aiming to further include climate adaptive solutions into AIA programming, the Town of Creswell is seeking a firm to complete the essential AIA project goals such as mapping and asset management planning, while using a climate adaptive lens. In this vein, Creswell is seeking a firm with experience and proficiency in developing standard AIA reports and also with the expertise and capability to employ climate resilience data from diverse sources to generate innovative adaptation solutions for infrastructure asset management.

OVERVIEW

The Town of Creswell was awarded Asset Inventory and Assessment grants, one for its water system and one for its sewer system, from the North Carolina Department of Environmental Quality through the Viable Utilities Program for a drinking water and sewer Asset Inventory and Assessment.

The Town of Creswell has received grant funding from the North Carolina Department of Environmental Quality (NCDEQ) Division of Water Infrastructure as follows:

1. Asset Inventory and Assessment (AIA) for the Town of Creswell's Sanitary Sewer Wastewater system, project number AIA-W-VUR-0022.
2. Asset Inventory and Assessment (AIA) for the Town of Creswell's Water System, project number AIA-D-VUR-0021.

The Town of Creswell is soliciting requests for statements of qualifications (SOQs) for professional engineering services to assist the Town of Creswell in facilitating complete Asset Inventories and an Asset Management Plan (AMP), that meets the requirements of the Viable Utilities Program. The Town is seeking SOQs for the following projects:

1. AIA-W-VUR-0022, which includes an asset inventory and mapping of sanitary sewer lines and components in the collection system, flow monitoring, hydraulic modeling, a 10-year asset management plan, operations and maintenance plans, a rehabilitation and replacement plan, a capital improvement plan, a rate study, and grant administration.
2. AIA-D-VUR-0021, which includes mapping of water lines and components in the system, flow monitoring, hydraulic modeling, a 10-year asset management plan, a capital improvement plan, a rate study, and grant administration.

DELIVERABLES

The selected firm will complete the following deliverables in collaboration with any relevant subcontractors, researchers, consultants, or necessary subject matter experts.

- Scope of work consistent with the funding application approved by the NC Division of Water Infrastructure, developed in consultation with NC DEQ, NCORR and other relevant stakeholders prior to release of funds.
- Asset inventory of town water system, including condition of components.
- Asset inventory of town wastewater STEP system including condition of components.
- Comprehensive town rate study for both drinking and wastewater systems.
- 10-year Asset Management Plan (AMP) for each system which includes a Rehabilitation and Replacement Plan, Operation and Maintenance Plan, and Capital Improvement Plan, and anticipated future conditions impacts.
- Long-term adaptation recommendations to be included in the AMP that considers future condition modeling, sea level rise, ground water rise, salt water intrusion, and other climate resilience research.

- Maps, including PDF and GIS databases & Shapefiles, of the current water and wastewater systems and assets.

SOQ SUBMISSIONS MUST INCLUDE AT MINIMUM

- Firm’s legal name, address, email, telephone number, and federal ID number.
- Firm principal(s) and their experience and qualifications.
- Proposed work plan and schedule of activities. The plan should be in accordance with the North Carolina Division of Water Infrastructure wastewater utility evaluation guidance documents: [link](#).
- Staff experience on AIA projects and working with DWI. Description of the firm's prior experience, including similar projects in comparably sized communities, and names of local officials knowledgeable regarding the firm’s performance on related work. Include at least three references from the last three years.
- Examples, description, and references for the previous use of cross-sector subject matter experts to inform future-conditions modeling and climate change informed adaptation strategy recommendations.
- Documentation of compliance with state and federal debarment/eligibility requirements.

The above information should be submitted in PDF format via email to:

Town Clerk/Finance Officer

Penny Chapman

creswellnc@centurylink.net

CC: Kelly Hoeltzel at khoeltzel@sbpusa.org.

Subject line should read “SOQ Water Asset Inventory”.

QUALIFICATION AND EVALUATION

Experience on similar AIA projects, including STEP systems, and familiarity with DEQ/DWI/Viable Utilities project expectations	25 Points
Experience working in similar jurisdictions: remote, rural areas of Eastern North Carolina or comparable communities	15 Points
Qualifications, competence, and reputation of firm and personnel - including interview process	20 Points
Experience including nature-based solutions and future condition modeling for long-term asset management planning and adaptation strategies	20 Points

Firm's capability to meet project deadlines, deliverables, and budget requirements	20 Points
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CONTRACT AWARD

After selecting the most qualified firm, the preliminary scope of work will be developed for approval by the Division of Water Infrastructure AIA program. After approval of the preliminary scope of work, the Division of Water Infrastructure will confer the final award and the firm may begin contract execution.

TIMELINE

Event	Responsibility	Date
Issue RFQ	Town of Creswell	December 11, 2024
Submit SOQ proposal	Firm	By EOD January 29th, 2025
Interviews with interested firms (anticipated)	Firm & Town of Creswell	February 2025
Contract award	Town of Creswell	February/March, 2025
Scope of Work due to Town of Creswell	Firm	March 2025

By submitting a statement of qualifications for RFQ 1-24 to the Town of Creswell, the firm is certifying that none of its officers, directors, or owners have been convicted of any violations of Chapter 78A of the General Statutes, the Securities Act of 1933, or the Securities Exchange Act of 1934 (G.S. Gen. Stat. §143-59.2), and that it is not an ineligible Contractor as set forth in G.S. 143-59.1.

All materials submitted in response to this RFQ shall become the property of the Town upon delivery to the address set forth above. This RFQ does not obligate Creswell to pay any costs incurred by respondents in the preparation and submission of a proposal. This RFQ does not obligate Creswell to accept or contract for any expressed or implied services. The successful firm must ensure that services performed meet all current industry standards, follow best practices, and comply with all applicable laws and regulations.

The Town of Creswell 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 business concerns.