

REQUEST FOR QUALIFICATIONS



September 6, 2022

RFQ: FY2023-001 Yadkin County Asset Inventory and Assessment (AIA) and rate study for Water and Wastewater System

Introduction

Yadkin County is located in the Yadkin Valley area of the state, just west of the piedmont triad area. The county is rural in nature with four municipalities and a population of approximately 38,000 people.

Project Summary

Yadkin County wishes to conduct a Water and Wastewater System Asset Inventory and Assessment (AIA) and rate study. GPS surveying will be conducted to develop a GIS database of the Yadkin County water systems, County owned wastewater system, and develop an updated CIP for future improvements to the water system. Initial data collection and mapping task will include:

- Valves and hydrants on raw water mains, yard piping mains valves, valves and hydrants on transmission mains, all distribution main valves and hydrants, and any ground storage water tanks are to be GPS located. County staff will assist selected firm in locating valves not easily located by visual observations. County staff will assist in locating meters with GPS.
- Selected firm will utilize historical pictorial maps of the water and wastewater system and project records to help locate valves and line routes.

- Water lines and wastewater lines will be inserted to connect GPS located points. County staff will identify water line routes by painting routes near valves where water line routes are not obvious.
- All graphical information to be delivered in a GIS database.
- Rate study to analyze existing rate structure and provide recommendations to ensure rate equity and long term viability of the systems.

The existing historical pictorial maps, plan records, and staffs knowledge of water and wastewater line ages and materials of construction will be added to the GIS database developed during the mapping task described above. Staff will also identify locations of inoperative or problematic valves and hydrants, meters and meter sizes. The AIA project may also include the purchase of an additional computer and tablet with necessary software to supplement the County's existing software and equipment they have been using to locate and find critical components of the systems.

The model of the existing water system will be updated based upon the more accurate data developed as a part of this Inventory Assessment project and the model will be re-calibrated by conducting updated flow test throughout the water system. After updating, the model will then be utilized to predict future flow and pressure needs of the growing regional water system and also considering the age and condition of the water system components previous developed CIP needs can be reevaluated and updated resulting in an updated CIP for the future. The CIP update will include estimated quantities and sizes of future improvements as well as budgets for their implementation. Other potential future components of the water system including a raw water intake, raw water pump station, and booster pump stations will also be evaluated and future improvement to these water system components will also be included in the development of the updated CIP.

Issuing Officer / Contact

Questions and requests for clarification regarding this RFQ must be submitted to:

Brock Hall, Assistant County Manager
PO Box 220
217 E. Willow Street
Yadkinville, NC 27055
Phone: (336) 849-7900
Fax: (336) 849-7920
Email: jbhall@yadkincountync.gov

To avoid confusion, please include following identification number and title in all correspondence:

RFQ: FY2023-001 Water and Waste Water AIA

General Comments

The County reserves the right to approve all personnel working on the project. Key personnel may not be removed, reassigned or replaced without prior approval from the County.

Yadkin County encourages participation by minority and women-owned businesses and respondents should be prepared to provide evidence of such classification and/or attempt to engage such firms within the qualification's package.

Yadkin County will not be responsible for the failure of any email delivery service to deliver a proposal response prior to the due date and time. It is solely the Respondents' responsibility to: 1) ascertain that they have all required and necessary information, documents and addenda prior to submitting a response, 2) ensure that the response is received at the correct location and time (late responses, regardless of delivery means will not be accepted), and 3) the response is free of errors and complies with the request.

The County reserves the right to reject any and all RFQ submittals or any portions thereof, and to select the firm which in its opinion is in the best interest of the County.

Scope of Services

The Applicant shall provide the following:

- GPS surveying
- GIS database updates
- Water system model updates
- Capital Improvement Plan recommendation
- Rate Study recommendations

All documentation should be submitted in a sealed envelope. Cost estimates shall be sealed in a separate envelope apart from the qualifications. The rate study should be priced separately from the AIA cost estimate.

Amendment to the RFQ

If it becomes necessary to revise any part of this RFQ, addenda will be issued to **all professionals who have submitted a letter of intent to propose**. The Professional in the proposal must acknowledge all addenda. Additionally, only submitted written questions may be addressed in Addenda; verbal questions and responses are not official and in no way change the requirements of this RFQ. The RFQ may be amended or withdrawn at any time by Yadkin County.

Proposal Requirements

- Corporate background, experience and statement of qualifications
- Project staffing and organization including key principal and associate staff; identification of any associate firms and their key principal and associate staff and their responsibilities
- Identification of Team Project Manager
- Detailed resumes of the project team members and relevant project experience
- Minimum five (5) client references from similar projects within the last 5-6 years including telephone number and email contact information
- Evidence of understanding the Scope of Work
- Estimated project timeline

Selection Criteria

Yadkin County will use a combination of criteria in the evaluation process, including, without limitation, overall qualifications, relevant experience with comparable projects, references, cost estimates and such other as Yadkin County may use in its sole discretion.

- Specialized, appropriate expertise for the type of project
- Current workload of the firm's personnel

Please submit your questions by 5:00pm on September 9, 2022 to jbhall@yadkincountync.gov. Then submit one (1) hard copy original by 5:00pm, September 23, 2022 to the County Offices attention Brock Hall.