

**Clay County Water and Sewer District
Request for Qualifications
Water Infrastructure Improvements**

The Clay County Water and Sewer District (CCWSD) is soliciting Statements of Qualifications (SOQ) from qualified consultants to provide services associated with engineering services for water and sewer infrastructure upgrades and improvements.

Firms and individuals interested in providing these services should submit four (4) hard copies of a SOQ meeting the requirements of this request, to Clay County Water and Sewer District, PO Box 838, 345 courthouse Drive, Hayesville, NC 28904. Please direct any questions to Dusty Beal, District Director at dbeal@claync.us. Funding for these services is provided through the American Rescue Plan Act (ARPA). CCWSD must receive the SOQ no later than 5:00 p.m. on July 1, 2022

Completed Request For Qualifications including Scope of Services, Proposal Requirements, and Evaluation Criteria are available at the CCWSD office located at 345 Courthouse Drive, Hayesville, NC 28904 or by visiting our website at <https://www.claync.us/water-and-sewer>.

REQUEST FOR QUALIFICATIONS CONSULTING ENGINEERING

SERVICES

WATER AND SEWER INFRASTRUCTURE IMPROVEMENTS

CLAY COUNTY WATER AND SEWER DISTRICT

P.O. BOX 838
345 COURTHOUSE DRIVE
HAYESVILLE, NC 28904

DEADLINE FOR SUBMISSION

July 1, 2022

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Scope of Services

The scope of services for the project may include, but are not limited to the following:

1. Water meter replacements. The Clay County Water and Sewer District is working to upgrade its current manual read with radio read meters in an effort to produce a more accurate measure of water flow.
2. Valve replacement. The Clay County Water and Sewer District has identified multiple faulty valves which will need to be replaced in an effort to isolate leaks and preserve water and revenue.
3. Manhole rehabilitation and replacement. The Clay County Water and Sewer District has identified multiple inflow and infiltration areas throughout the District's sewer infrastructure which have been causing revenue loss in addition to added strain on the wastewater plant.
4. Sewer line and lift station upgrade. The Clay County Water and Sewer District has identified inflow and infiltration issues in one of its sewer lines and this line will need to be moved in addition to pump station upgrades.
5. Preparation of Engineering and Environmental documents in accordance with American Rescue Plan Act (ARPA) guidelines.
6. Preparation of design construction drawings and technical specifications for the selected project. Note that the proposed improvements may be funded and constructed in phases based on the results of the preliminary engineering.
7. Assistance with regulatory applications for all required federal, state, and local permits and approvals for the project.
8. Furnishing construction administration and field inspection during the construction phase of the project.

Proposal Requirements

All interested firms should submit the following minimum information to the CCWSD no later than 5:00 P.M. on July 1, 2022 to be considered for this project.

1. Firm name, address, telephone numbers and year established.
2. Names of principals of the firm and states in which they are registered.
3. Types of services customarily provided by the firm.
4. Name and resume of key personnel to be assigned to this project.
5. Names of outside consultants, if any, who would be retained to provide services required for this project.
6. Brief description of the firm's experience with similar North Carolina projects over the past ten years. Emphasis should be given to water and sewer infrastructure improvements.

The SOQ shall be limited to no more than 10 physical pages, excluding front and back covers and a table of contents. To be considered, firms shall be appropriately licensed in the State of North Carolina. All qualification statements become the property of CCWSD upon submission, and the cost preparing and submitting a qualification statement is the sole expense of the consultant.

Evaluation Criteria

Qualifications will be reviewed and evaluated by the District Director, and other designated CCWSD employees and elected officials in accordance with the following criteria. Factors are listed in their order of relative importance. CCWSD intends to select the firm best qualified to perform the services and attempt to negotiate appropriate compensation for the level of services desired.

1. General qualifications, reputation, and competence of the firm (25 points).
2. Prior experience of the firm on similar projects (25 points).
3. Qualifications of staff assigned to the project (25 points).
4. Availability of the staff to perform required services (25 points).