



Requestor: City of West Columbia
Contact: Andy Zaengle, P.E.
azaengle@westcolumbiasc.gov
Tel: (803) 939-8625

City of West Columbia Riverside Water Treatment Plant Slope Stability Analysis - Request for Proposals

The City of West Columbia (City) is requesting proposals from engineering consultants interested in providing geotechnical engineering services related to the slope stability analysis at the City's Riverside Water Treatment Plant.

Submittal Instructions

Submit sealed qualification statements in accordance with the conditions and instructions contained herein on or before 4:00 pm, EST on Thursday February 11, 2021. To be considered, proposals must be received by the City on or before the date and time specified in the Request for Qualifications. Offeror must submit a completed response to this Request for Proposals using the format specified.

Return Sealed Proposals to the Following:

Express Mail

City of West Columbia
P.O. Box 4004
West Columbia, SC 29171
Attention: Andrew Zaengle, P.E.

Electronic Delivery

Andrew Zaengle, P.E.
azaengle@westcolumbiasc.gov

BACKGROUND AND SCOPE OF WORK

The City's Riverside Water Treatment Plant (Plant) is located at 406 Sunset Boulevard in West Columbia, South Carolina and is located along the Saluda River. Along the northern property boundary consists of a slope extending down approximately 30 feet to the City's Riverwalk and bank of the Saluda River. Along the top of the slope is the Plant's raw water pump station, carbon feed system, lime feed system, and one of two clearwells. Erosion from storm and river flooding events has initiated an investigation into the slopes' stability. The selected firm will complete a geotechnical investigation and perform field and laboratory testing to gain information on the subsurface conditions, provide a slope stability analysis, and provide any necessary recommendations.

Below is a suggested scope of services with which you may develop a fee proposal. It is the City's expectation that bi-weekly progress updates will be provided by the consultant for the duration of the project. The information below is intended to provide the consultant with an understanding of the City's expectation of tasks to be completed throughout the project, though it is not an exhaustive list of every task that may need to be completed.

1. Utility Location: The selected consultant will use Plant record drawings to for approximate locations of existing structures.
2. Bore Locations: The selected consultant will lay out boring locations via sub-meter GPS or field layout. As-built coordinates and elevations of each test location shall be collected by a surveyor licensed in South Carolina.
3. Topographic Survey: Complete a topographic survey of the existing slope and surrounding area. The survey shall be completed by a surevyor licensed in South Carolina and completed in accrodance with SC State Plane NAD83 and NAVD88. Provide signed and sealed drawings and include information necessary for the analysis of the slope stability.
4. Subsurface Investigation: As a minimum, the constultant shall include the following:
 - a. Conduct a minimum of three (3) soil test borings with standard penetration testing (SPT) conforming to ASTM D1586. Extend borings a minimum of 60' or refusal. Conduct SPT sampling at a minimum interval of 2.5' for the length of the bore.
 - b. Should bolders be encountered, the consultant should core for a minimum of 20'. Three (3) hand auger borings with dynamic cone penetration testing (DCP), extending a minimum of 10', should be completed near the tow of the slope.
 - c. Groundwater level measurement at the time of bore and after 24-hours.
 - d. Include a minimum of four (4) thin-walled sampling in accordance with ASTM D1587.
 - e. Conduct shear wave velocity testing as necessary to determine seismic site clasification.
5. Laboratory testing: As a minimum, the consultant shall include the following:

Test Designation	Quantity
Natural Moisture Content (ASTM D2216)	30
Atterberg Limits (ASTM D4318)	20
Wash #200 Sieve (ASTM D1140):	20
Grainsize with Wash #200 Sieve (ASTM D6913):	10
Standard Proctor (ASTM D698):	1
Consolidated Undrained Triaxial with Pore Pressure (ASTM D4767) – Undisturbed Sample	1
Consolidated Undrained Triaxial with Pore Pressure (ASTM D4767) – Remolded Sample	1

6. In addition to other necessary components, the geotechnical report shall include information on the work performed, graphical soil boring logs, subsurface profiles, results of subsurface investigations, laboratory tests, site and subsurface conditions, results of slope stability analysis, and Engineer's recommendations.

Submittal Requirements

Before **Thursday, February 11th at 4:00 PM**, submit one electronic (PDF) and five hard copies of the Proposal in a sealed package to:

City of West Columbia
Attn: Mr. Andy Zaengle, P.E.
200 N. 12th Street
West Columbia, SC 29169

The name of the submitter should appear on the outside of the submittal package with the RFP title and reference the project, "RFP for Riverside Water Treatment Facility: Slope Stability Analysis". Each submittal copy should be identical in content and meet the criteria listed below.

The proposal must include, at a minimum, the following:

1. Transmittal Letter
 - Explicitly indicate exceptions to requirements outlined in this Request for Proposals.
 - Identify all costs outlined in detail in the proposal.
 - Proposal will remain subject to acceptance for 60 days after date of submittal.
 - Signed by person authorized to contractually obligate the organization.
2. Executive Summary
 - Provide a brief narrative highlighting the Respondent's proposal. Clearly identify all exceptions to the Request for Proposals.
3. Technical Proposal
 - Describe in detail Respondent's understanding of the project and approach to providing services requested.
 - Describe in detail all goals and essential milestones of the proposed project approach and suggested schedule of implementation.
 - Identify potential risks and associated mitigation strategies.

4. Project Team
 - Organizational chart including project team members and subconsultants including their respective roles.
 - Include location of personnel involved in each project phase.
 - Identify staff experience with projects of similar size and scope.
5. References
 - Provide references (including name and contact information) for projects of similar scope and size completed within the last 5 years.
6. Cost Proposal
 - Provide proposed costs for scope items.
 - Provide engineering labor and cost estimate for tasks included in the proposal.

Evaluation Criteria

Proposals will be evaluated for full compliance with the Request for Proposal instructions. Proposals will be evaluated on the following criteria:

- Company Experience and Qualifications	22
- Experience of Personnel assigned to the Project	25
- Previous Project Experience and Performance	25
- References	10
- Local Preference (Headquarters in Lexington County)	3
- <u>Proposed Fee</u>	<u>15</u>
Total	100

Questions and Clarifications

For any questions or requests for clarifications please contact:

Mr. Andy Zaengle, P.E.
Director of Engineering and Water Plants
(803) 939-8625

azaengle@westcolumbiasc.gov

Contact may not be made with other City Staff or City Council Members regarding this project.

Other Relevant Information

Interviews, if required, will provide an opportunity for clarification of the written proposal.

Each respondent’s representatives at the interview should include individuals who will be key points of contact and have major responsibility for contract negotiation, engineering and design,

construction management and follow-up monitoring. The interviews may be recorded. Scores from the written proposals may be modified based on the interviews, and the top-ranking Offeror will be considered for award.

Prior to making a final selection, the City will conduct reference checks for the respondent(s) receiving the highest score(s) after written proposals are reviewed and interviews are conducted.

If a satisfactory contract cannot be negotiated with the highest ranked responder, the City may negotiate a contract with the next highest ranked responder, and so on, until a satisfactory contract can be negotiated.

The award of a contract shall be the sole discretion of the City. The award(s) shall be based on the evaluation of all information the City may request. The City reserves the right to accept or reject any or all proposals in whole or in part and to waive any informalities in the RFP. Further, the City reserves the right to enter into a contract deemed to be in its best interest.

From the time the proposal is first advertised to the time a contract is signed, all Offerors and contents of any proposal shall be kept confidential. It is the intention of the City to make every effort to be fair and equitable in its dealings with all candidates for selection. However, the City reserves the right to reject all Proposals.

Issuance of this Request for Proposals does not commit the City of West Columbia to award a contract, to pay any costs incurred in preparation of a Proposal or to procure related services or supplies.