

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

**Riverside Water Treatment Facility: Filter Rehabilitation Project
Request for Qualifications**

The City of West Columbia, South Carolina is requesting Statements of Qualifications (SOQs) from qualified consulting engineering firms to provide professional engineering services related to the *Riverside Water Treatment Facility: Filter Rehabilitation Project* (Project) in the City of West Columbia, South Carolina.

Return Sealed SOQs 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

Project Description

The City is working to address emerging contaminants in raw water sources, by modifying treatment technologies at our surface water treatment facilities. Specifically at the Riverside WTP we intend to rehabilitate the existing dual media filters by repairing structure walls, replacing underdrains and installing GAC filtration media.

Scope of Work

The respondent will be expected to provide detailed design documents and construction administration and observation services for this project resulting in design documents that will be used for the construction of the Project. The respondent will be responsible for regular communication and collaboration with the Owner. The Consultant will also assist in the management of funds awarded through SCDHEC's Drinking Water Revolving Fund for Emerging Contaminants. The respondent is responsible for all necessary project coordination, field investigation, preliminary engineering, detailed design, permitting services, construction administration, and construction observation services.

Submittal Requirements

Before **October 26, 2023, at 4:00 PM**, submit one electronic (PDF) and one hard copy of the Qualification 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 RFQ title and reference the project, "RFQ for Riverside Water Treatment Facility: Filter Rehabilitation Project." Each submittal copy should be identical in content and meet the criteria listed below.

The statement of qualifications submittal shall be bound, numbered consecutively, double sided with a maximum of 25 pages (not including cover letter, front and back covers, table of contents, and tabs).

It is the intention of the City to make every effort to be fair and equitable in its dealings with all candidates for selection. If, however, the City should determine that none of the design teams submitting are advantageous, the City reserves the right to reject all Statement(s) of Qualifications. Issuance of this Request for Qualifications does not commit the City to award a contract, to pay any costs incurred in preparation of the qualifications package, or to procure or contract for related services or supplies.

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

Team Experience and Qualifications (25 Points): Evaluation criteria will focus on the submittals' clear identification of each firm. Experience with similar projects, history of meeting design budget and schedule, and acceptable levels of quality. Demonstrate technical competence and success in water treatment projects.

Experience and Qualifications of Personnel Assigned to Project (30 Points): Experience and availability of the proposed project personnel will be evaluated. Responses should identify key team members, their experience with water distribution systems, as well as experience with similar projects. Respondents should demonstrate continuity within the project team.

Project Understanding and Approach (30 Points): Responses shall demonstrate understanding of the project goals and objectives and the proposed methodology for meeting the goals and objectives. Responses must provide a comprehensive narrative demonstrating a clear and

concise understanding of the project requirements and potential complications. Clearly address key activities, critical path, and deliverables.

Project Schedule and Coordination (15 Points): Responses shall include a proposed project design schedule with major milestones.

Local Preference (5 Points): Eligible only when the entire design team meets the requirements of Local Vendor Preference.

Questions and Clarifications

Submit any questions in writing to the individual below no later than 5:00 pm on Thursday, October 12, 2023. Responses will be provided by Monday, October 16, 2023 at 5:00 pm.

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. Respondents are required to comply with all applicable components of the City's procurement code.

Other Relevant Information

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 qualifications in whole or in part and to waive any informalities in the RFQ. Further, the City reserves the right to enter into a contract deemed to be in its best interest.

From the time the SOQ is first advertised to the time a contract is signed, all Offerors and contents of any qualification 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 Qualifications.

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