



DATE ISSUED: November 4, 2024

CAPE FEAR PUBLIC UTILITY AUTHORITY
REQUEST QUALIFICATIONS FOR:
Design Build Services
BAYSHORE AREA WATER MAIN INTERCONNECTIONS

DUE DATE/ TIME:
December 5, 2024 @ 2:00 PM

Deadline for Inquiries

Tuesday, November 19, 2024, at 2:00PM

Time and Date Set for Submittal

Thursday, December 5, 2024 @ 2:00 PM

REQUEST FOR QUALIFICATIONS (RFQ)
FOR
DESIGN-BUILD SERVICES

BAYSHORE AREA WATER MAIN INTERCONNECTIONS
INFORMATION AND INSTRUCTIONS TO DESIGN-BUILDERS

1 - GENERAL INFORMATION

- 1.1 Cape Fear Public Utility Authority (CFPUA) intends to procure a qualified Design-Builder (DB) to provide design and construction services for the installation of two separate 16-inch diameter water main interconnections in the Bayshore area to extend our distribution system and provide safe, reliable drinking water to adjacent, unserved properties and neighborhoods impacted by PFAS.
- 1.2 Statement of Qualifications (SOQ) must be submitted in .pdf format to bids@cfpua.org no later than 2:00 PM on December 5, 2024.
- 1.3 Questions pertaining to the selection process should be directed to Procurement Manager at bids@cfpua.org no later than 2:00 PM on November 19, 2024.
- 1.4 CFPUA shall not be held responsible for any oral instructions. Any changes to this Request for Qualifications (RFQ) will be in the form of an addendum, which will be furnished to all registered RFQ holders. Please register by email at bids@cfpua.org and provide company name and contact information.
- 1.5 CFPUA reserves the right to reject any or all SOQ's to waive any informality or irregularity in any SOQ received, and to be the sole judge of the merits of the respective SOQ received.
- 1.6 Project Description: The scope of this project includes the design, permitting, and construction of two separate 16-inch diameter water main interconnections in the Bayshore area to provide public drinking water access to adjacent, unserved properties and neighborhoods that are impacted by PFAS. The general anticipated alignments of both water mains are shown in Exhibit A (attached) and described as follows:
 - One 16-inch diameter water main will extend approximately 2 miles along Market St. and Bayshore Dr. The segment along Market St. will include connections to the existing 16-inch water mains at the intersections of Wendover Ln. (Connection Point A) and Torchwood Blvd. (Connection Point B). This water main will continue along Bayshore Dr. from the Market St. intersection and to Bayfield Dr. to connect to the

existing 8-inch water main (Connection Point C). Connection Points are shown in Exhibit A (attached).

- The other 16-inch diameter water main will be installed along Furtado Drive and connect to the existing 12-inch main along Porter's Neck Rd. and the 8-inch diameter water mains just west of Furtado Dr. See Connection Points D and E in Exhibit A.

The selected Design Builder (DB) will form a team with CFPUA and execute preliminary and final comprehensive agreements for design and construction of the aforementioned 16-inch diameter water mains along Market St./Bayshore Dr. and Furtado Dr. for a total project cost not to exceed approved budget amount.

Total Estimated Design-Build Project Budget: \$7,000,000 to \$10,000,000

Anticipated Project Schedule:

Item	Task	Anticipated Date
1	Advertise Design Build RFQ for Design Build Teams	November 4, 2024
2	Receive Design Build SOQ's for Design Build Teams	December 5, 2024
3	Design Build Team Selection & Notification	December 16, 2024
4	Execute Preliminary Design Build Agreement DBIA 520	February 12, 2025
5	Design Team Develops 60% Drawings and Specifications	August 12, 2025
6	Execute Construction Contract	March 1, 2026

- 1.7 The DB will be selected by proposal that is most advantageous to CFPUA and based on qualifications as outlined in Section 3 of this RFQ.
- 1.8 The Design Build services will be performed using Design Build Institute of America (DBIA) contract documents with one entity identified as the Design Builder (DB). Services will include all necessary activities to design and construct the project.
- 1.9 The DB will be an integral member of the Project Team, consisting of the DB, representatives from CFPUA, and other consultants required. It will be the responsibility of the DB to integrate the design and construction phases, utilizing skills and knowledge of design and general contracting, to provide design, code analysis, value engineering and constructability reviews, develop schedules; prepare detailed project construction estimates; study labor conditions; and, in any other way deemed necessary, to contribute to the development of the Project during the pre-construction/design phase.

- 1.10** The DB assumes design and construction risk and has direct authority over the sub-consultants and subcontractors. The DB will act as the CFPUA's fiduciary and have a relationship of trust and confidence between itself and CFPUA. CFPUA intends to enter into a Preliminary Design-Build Agreement with the selected Design-Build firm utilizing DBIA form 520. Upon completion of the preliminary design-build scope of work, CFPUA intends to develop a Guaranteed Maximum Price (GMP) with the selected Design-Build firm for the project utilizing DBIA forms 525 and 535. The Project will be an "open book" job whereby CFPUA may attend all meetings of the DB firm relating to the Project and have access to any and all books and records of the DB relating to the Project.
- 1.11** Please see <http://www.cfpua.org/DocumentCenter/Home/View/370> for CFPUA's MWBE Outreach Plan for project goals.

2 - ANTICIPATED SCOPE OF WORK

- 2.1** The project scope of work generally includes, but is not limited to, the following primary tasks:
- 2.1.1** This project will entail planning, design, permitting, construction management, and construction of 16-inch diameter water main interconnections in the Bayshore area to provide public drinking water access to adjacent, unserved properties and neighborhoods that are impacted by PFAS.
- 2.1.2** Exhibit "A" to this RFQ provides a vicinity map showing the project corridor.
- 2.2** After being selected, the DB will execute a contract with CFPUA to provide engineering design, permitting, and construction services for the project to include, but may not be limited to, the following:
- 2.2.1** Planning, design, constructability studies and reviews, permitting, bidding, easement and right-of-way mapping, etc. for water main and service installations in accordance with applicable technical standards and administrative requirements of the CFPUA, New Hanover County, City of Wilmington, NCDOT, etc. **Experience with water distribution projects in an active urban environment is required.**
- 2.2.2** Construction cost analyses and estimation based on marketplace conditions, value engineering guidance, and best value recommendations throughout the design and construction phases. Demonstrated capacity to accurately estimate project costs and effectively deliver capital projects of this nature on time and within budget is relevant to the selection.
- 2.2.3** Assistance with the development and/or administration of a public outreach and communication plan to help provide pertinent information to impacted customers. This work may include the installation of water service lines on private property.

Our planned approach should minimize water service disruption and impacts to amenities/features on private property (i.e. landscaped areas, trees, fences, decorative walls, etc.) to the extent possible.

- 2.2.4** Construction administration and construction observation (CA/CO) services shall include, but may not be limited to, conducting project meetings, field observation, coordination, submittal review, pay request review, change order review, ensuring project closeout requirements, etc. The construction observer will report directly to the engineer of record.
- 2.2.5** Supplemental exploratory excavation (SUE) to identify/confirm existing utility diameters, alignments, materials, etc.

3 - STATEMENT OF QUALIFICATIONS SELECTION CRITERIA

- 3.1** DB's interested in providing design build services must submit a Statement of Qualifications (SOQ) that addresses the following evaluation criteria. Applicants are encouraged to organize their submissions in such a way as to follow the general evaluation criteria listed below. Information included within the SOQ may be used to evaluate your DB as part of any criteria regardless of where that information is found within the SOQ. Information obtained from the SOQ and from any other relevant source may be used in the evaluation and selection process.

- 3.2** Cover Letter (1-page) containing at a minimum:

Company name(s), contact name(s), address(es), fax number(s), and email address(es)

- 3.3** Qualifications Criteria - For the development of a shortlist, a rating system will be utilized by CFPUA to score and rank each proposal. Proposers are encouraged to keep their proposals concise and to include a minimum of marketing materials. At a minimum, each proposal must address the following criteria:

Item	Evaluation Criteria	Maximum Points
1	General Information & Relevant Firm Experience	30
2	Team Experience and Qualifications	25
3	Project Understanding and Approach	30
4	Approach to Project Management	5
5	Other Factors	10
6	Financial & Legal	Pass/Fail
Total Possible Points		100

3.3.1 Evaluation Criteria 1 - General information

- a. Description of firm/team

- b. Legal company organization; organization chart with names. The organizational chart shall also include major subcontractors.
- c. Identify the Project Manager for the DB who will be assigned to this project.
- d. List of applicable North Carolina licenses for construction, engineering, or other trades/professions pertinent to the project requirements.
- e. Each Proposer shall submit in its response to this RFQ an explanation of its project team selection consisting of either of the following team selection options:
 - a. A list of the licensed contractors, licensed subcontractors, and design professionals whom the design-builder proposes to use for the project's design and construction. If this project team selection option is used, the design-builder may self-perform some or all of the work with employees of the design-builder and, without bidding, also enter into negotiated subcontracts to perform some or all of the work with subcontractors, including, but not exclusively with, those identified in the list. In submitting its list, the design-builder may, but is not required to, include one or more unlicensed subcontractors the design-builder proposes to use. If this project team selection option is used, the design-builder may, at its election and with or without the use of negotiated subcontracts, accept bids for the selection of one or more of its first-tier subcontractors.
 - b. A list of the licensed contractors and design professionals whom the design-builder proposes to use for the project's design and construction and an outline of the strategy the design-builder plans to use for open subcontractor selection based upon the provisions of Article 8 of Chapter 143 of the General Statutes. If this project team selection option is used, the design-builder may also self-perform some of the work with employees of the design-builder, but shall not enter into negotiated contracts with first-tier subcontractors.

3.3.2 Evaluation Criteria 1 - Relevant Firm Experience

- a. Applicant's overall reputation, service capabilities and quality as it relates to this project.
- b. List and briefly describe 3-5 comparable projects completed by your firm or currently in progress; include your firm's role, and discuss contract amendment history, if applicable. For each project, include: contract value and construction value (original value plus contract amendments, if applicable), project owner, project location, contact name and title, address, current and accurate telephone number, fax number, and email address (if available).
- c. A minimum of three referrals and references from other agencies and owners. If possible, references should be from the projects listed above.
- d. Type and amount of self-performed work that is anticipated.

3.3.3 Evaluation Criteria 2 - Team Experience & Qualifications

- a. Describe each team member's position within the DB. Provide resumes of each proposed team member in Appendix A.
- b. Briefly describe each team member's role on this project.
- c. Provide "team" experience working together on similar projects.
- d. Explain your understanding of, and experience with, the Design Build Delivery Method.
- e. Provide information regarding teaming history and working relationship between the Design-Build contractor and the Design-Build consulting engineering firm.

3.3.4 Evaluation Criteria 3 - Project Understanding and Approach

- a. Describe your understanding of the project.
- b. Identify and discuss any potential problems during design and construction.
- c. Identify and discuss methods to mitigate those problems.
- d. Describe the work you anticipate self-performing, and the work you anticipate being performed by sub-consultants/subcontractors.
- e. Provide an anticipated project schedule with ideas to accelerate the overall duration.
- f. Describe approach to minimizing disruption and inconvenience to the residents of these existing neighborhoods and the general public.
- g. Describe approach to public outreach and communication with residents impacted by the work.

3.3.5 Evaluation Criteria 4 - Approach to Project Management

- a. Describe your planning, scheduling, estimating, and construction management tools.
- b. Describe your quality control plan during design and construction.

3.3.6 Evaluation Criteria 5 - Other Factors

- a. Describe approach to safety management. Provide current safety ratings, practices, and firm approach to safety. Note, proposers are directed not to submit full safety plans, however, CFPUA may request a copy of safety plans if deemed necessary for the selection process or project implementation.
- b. Current workload and ability to proceed promptly.
- c. Willingness to abide by CFPUA's standard form Agreements with few or no objections or changes. CFPUA accepts the latest version of DBIA Standard Documents with appropriate modifications agreed upon both parties.

- d. Provide statement regarding your assurance that this engagement will not result in a conflict of interest.
- e. Relevant factors impacting the quality and value of work.

3.3.7 Evaluation Criteria 6 – Financial & Legal

No points will be allocated for Evaluation Criteria No. 6; Proposers will be rated as acceptable (pass) or unacceptable (fail)

- a. The selected DB firm will be required to provide a Performance and Payment Bond in the full amount of the contract. For this submittal, proposers shall provide evidence of their ability to provide and maintain the following:
 - i. A Performance and Payment Bond in the amount of at least \$5M
 - ii. General Liability Insurance at \$5M per occurrence and \$10M aggregate
 - iii. Umbrella Liability Insurance at \$5M per occurrence.
 - iv. Workman’s Compensation \$1M Each Accident, \$1M Disease-Each Employee, \$1M Disease-Policy Limit
 - v. Professional Liability at \$2M per occurrence.
- b. List and describe any litigation; arbitration; claims filed by your firm against any project owner as a result of a contract dispute; any claim filed against your firm; termination from a project.
- c. Any firm wishing to be considered must be properly registered with the Office of the Secretary of State.

4 - SUBMITTAL REQUIREMENTS

- 4.1** The SOQ shall include a one-page cover letter plus a maximum of thirty-five (35) pages to address the SOQ criteria specified in Section 3 (excluding Resumes and Sub-consultant/Subcontractor Selection Plan). Table of Contents and section divider pages do not count toward the total page count. Resumes for each key team member shall be limited to no more than two pages. Resumes and Sub-consultant/Subcontractor Selection Plan shall be attached as Appendix A.
- 4.2** Firms shall submit their Statement of Qualifications and Appendix for consideration in .pdf format to bids@cfpua.org no later than 2:00 PM local time on December 5, 2024. Maximum file size for .pdf submission is 25MB. A reply will be sent to the email address submitting the statement of qualifications to confirm receipt. It is the submitting firms’ responsibility to confirm that CFPUA has received statement of qualifications via email. If

email reply is not received from bids@cfpua.org, please call 910-332-6472 or 910-332-6551 before deadline for submission.

- 4.3** Failure to comply with the following criteria may be grounds for disqualifications:
- a. Receipt of submittal by the specified cut-off date and time.
 - b. Adherence to maximum page requirements. Adherence to the maximum page criteria is critical; each page side (maximum 8 1/2" x 11") with criteria information will be counted. Pages that have photos, charts and graphs will be counted toward the maximum number of pages.
- 4.4** Information submitted shall be in compliance with N.C.G.S. 143-64.31 through 64.34 (aka Mini Brooks Act).

5 - SELECTION PROCESS AND SCHEDULE

- 5.1** A Project Evaluation Team will evaluate each Statement of Qualifications (SOQ) according to the above criteria. No oral interviews are planned in the first step of the selection process. Following a review of the submittals, Project Evaluation Team will select DB and post results. Those firms not selected for further consideration will be notified.
- 5.2** CFPUA will enter negotiations with the selected Offeror using CFPUA's standard form Design Build Contract. If the Offeror is unwilling to execute CFPUA's standard form Design Building Contract and/or the selected firm fails to execute CFPUA's standard form Agreement within two weeks of notification of the highest rated team, CFPUA may then negotiate with the second or third highest ranked firm until a contract is executed, or CFPUA, in its sole discretion, may decide to terminate the selection process. If CFPUA is unsuccessful in receiving a price proposal within the identified budget, CFPUA may decide to terminate the selection process.

6 - ATTACHMENTS

- 6.1** Exhibit A – Vicinity Map Showing Proposed Water Main Interconnections

*Note that CFPUA does not guarantee the accuracy of the information in this document.

