

Hoke County, NC

***USDA-NRCS-Emergency Watershed Protection
Hurricane Florence Recovery***

Request for Qualifications

Engineering Services

Issue Date: October 26, 2020

Submission Deadline: 4:00 PM (EDT) November 23, 2020

Contact Information:

Charles "Andrew" Jacobs II

cjacobs@hokecounty.org

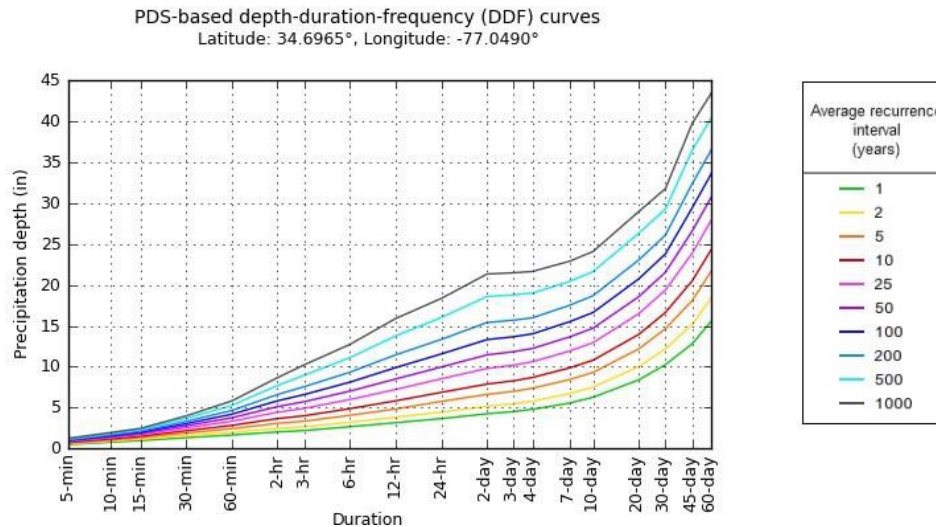
Mailing Address: 227 N. Main St. Raeford, NC 28376

Attention: Charles "Andrew" Jacobs, II

1. Project Background and Objectives

Pursuant to N.C.G.S. § 143-64.31, Hoke County ("County") is requesting a Statements of Qualifications (SOQ) from qualified, firms and/or organizations registered and operating in the State of North Carolina. This request is to provide technical and administrative Services in compliance with the requirements of the USDA-NRCS Emergency Watershed Protection program. Responses to this RFQ will be used to determine the relative qualifications of various firms to perform the scope of work and tasks specified. The County is seeking a firm/ organization with demonstrated experience in the design, permitting, and contract administration requirements of the USDA-NRCS Emergency Watershed Protection program to include, but is not limited to developing a project design that includes construction drawings and specifications, an operation and maintenance plan, a quality assurance/ inspection plan and an engineer's estimate of the project installation costs in addition to providing necessary quality assurance during construction.

Hurricane Florence produced inches of rainfall over the 4-day event within the Hoke County area as reported by NOAA. Based on NOAA Atlas-14 precipitation frequency estimates this event would be between the 0.2% and 0.1% occurrence probability event (500 - 1,000-year storm), see chart below.



This event caused severe flooding in the county and the locations identified in the DSR's (damage survey reports) for the locations identified in Hoke County.

The resulting debris and erosion created impairments to the watershed and left blocked water channels (canals, tributaries, and ditches) and unstable bank conditions. The USDA-NRCS has since identified (10) locations for debris removal and bank stabilization following Hurricane Florence and will provide the County with financial assistance to restore these sites to pre-hurricane condition through the Emergency Watershed Protection program.

2. Request for Qualifications

2.1 Inquiries

Questions regarding this project may be directed to Charles "Andrew" Jacobs, II, Emergency Management Coordinator/ Grant Manager via e- mail at cjacobs@hokecounty.org. Any oral communications will be considered unofficial and non-binding on the County. Any questions will be answered in writing via email.

2.2 Closing Date

Four (4) complete hard copies and one (1) electronic copy in pdf format of each response must be received before 4:00 PM (EST), November 23, 2020, at the physical address on the front cover of this RFQ. Responses must not be sent by facsimile. Email the electronic copy to Charles "Andrew" Jacobs II at the email address above. Responses and their envelopes should be clearly marked with the name and address of the firm and the project title.

3. RFQ Schedule:

Event	Date
RFQ Release – Posted to County Website	October 26, 2020
Optional Site Visits – 10:00 am at Pratt Building	November 11,2020
Qualifications Submittals Due	4 PM (EST) November 23, 2020
Projected Contract for Services in Place	Pending USDA-NRCS and County approval after consultant selection and contract negotiation completion.

4. Scope of Services

All services must be complete no later than **3/12/2021**. The Scope of Services to be provided relative to the Project will include without limitation the general conditions and disciplines outlined below to the extent necessary to provide complete, accurate and fully coordinated design, permitting, construction, construction administration, and post-construction documents for the Project:

- A. Development of construction drawings and specifications
- B. Cost estimating project installations
- C. Federal, State, and Local Permitting
- D. Design, Permits and Construction documents
- E. Construction
- F. Administration and Project Management
- G. Development of quality assurance/inspection plan
- H. Construction observation
- I. Post-construction, including record drawings, warranty inspections, and an Operation and Maintenance Plan

5. Submission Requirements

At a minimum, all Proposals/Statement of Qualifications should include the following information:

- A. Qualifications of the firm and employees who will be assigned to the project. The project manager and other key team members should be clearly identified. If sub-consultants are to be used for any portion of the work, they should be properly identified and their qualifications included.

- B. A resume outlining the firm has prior experience with USDA-NRCS Emergency Watershed Protection Program Recovery projects and projects with similar scale and complexity.
- C. A description of the organization/firm's project approach and experiences working with County government.
- D. Up to three (3) examples of similar projects.
- E. A minimum of three (3) references relating to completed projects for the services being requested with full name, title, address, phone and email address.
- F. Provide four (4) hardcopies of your submittal and one (1) emailed electronic copy.

6. Evaluation Criteria

The firm must demonstrate its qualifications, experience, and competence related to the project with the following criteria:

- A. Specific recent experience on similar projects.
- B. Proven capacity of the proposed team to deliver the project requirements on time and on or under budget.
- C. Familiarity with the requirements of the USDA-NRCS Emergency Watershed Protection Program Recovery program.
- D. Description of the practicing ideas or themes that serve as the central organizing elements of your firm's planning, permitting, excavation, stabilization, and other relevant items to a stream clearing and debris removal project.
- E. A project schedule for the estimated duration of the design, permitting, and construction phases of the project.
- F. Submittal of current Rate and Fee Schedule.

7. Limitations

- **REJECTION OF SUBMITTALS:** The County reserves the right to reject any and all submittals and to waive irregularities and informalities in the submittal and evaluation process. This RFQ does not obligate the County to pay any costs incurred by respondents in the preparation and submission of their qualifications. Furthermore, the RFQ does not obligate the County to accept or contract for any expressed or implied services.
- **CONTRACT AWARD:** The County reserves the right to make an award without further discussion of the submittals. Following consultant selection, the successful firm shall prepare a scope of work and cost proposal for review by the County. Once the County and Consultant have reached an agreement on the scope of services and negotiated cost, the firm is expected to prepare, submit and execute a "Standard Form of Agreement Between Owner and Engineer" in compliance with the requirements of the USDA-NRCS. The foregoing should not be interpreted to prohibit either party from proposing additional contract terms and conditions during the negotiations of the final Contract. The County shall not be bound or in any way obligated until both parties have executed a Contract. No party may incur any chargeable costs prior to the execution of the final Contract.
- Notwithstanding great disparity in the submitted Statement of Qualifications, an interview process will likely follow the SOQ submittal.

**** All Statement of Qualifications are due by 4:00 pm on November 23, 2020 to:**

**Charles "Andrew" Jacobs II
Grants Manager
227 N. Main St.
Raeford, NC**

EXHIBITS

1) Conceptual Layouts of 10 Sites –

027,028,029,171,184,185,186,187,188, 189