



REQUEST FOR PROPOSALS
TOWN OF ABINGDON
COMPREHENSIVE SANITARY SEWER STUDY AND
RELATED ENGINEERING SERVICES

I. Introduction

The Town of Abingdon will utilize this request for proposals to procure the development of a Comprehensive Sanitary Sewer Study and Related Engineering Services. The initial work will be the development of the Exit 19 sanitary sewer capacity study that will likely be started in the current fiscal year. Future work will include the development of a Comprehensive Sanitary Sewer Study and Preliminary Engineering Report (PER). This future Study and PER is contingent upon the availability of funding. Upon completion of Exist 19 Study and the Comprehensive Study and PER, the Town intends to utilize the results of the study to proceed into funding applications, infiltration and inflow studies, sewer system evaluation surveys, design, bidding and construction phase services. The Town reserves the right to utilize the selected firm from this RFP process to provide these additional engineering services as well as other sanitary sewer collection and wastewater treatment plant engineering services deemed necessary by the Town.

II. Scope of Services

The Town of Abingdon seeks professional engineering services for the development of a capacity analysis of its entire sanitary sewer collection system. These services may include but are not limited to sewer mapping, flow monitoring, sanitary sewer modeling, future flow projections, alternatives analysis, Manhole Assessment and Certification Program (MACP) and Pipeline Assessment and Certification Program (PACP) certified inspections of manholes and/or pipes, smoke testing, pump station assessments, preliminary engineering report development, capital improvements plan development, design, project management, funding coordination, phase planning, survey and easement acquisition, permitting, bidding assistance, construction administration, and construction inspection.

The initial task will be a comprehensive study of the Exit 19 service area followed by subsequent tasks as funding is appropriated by the Town.

The Town intends to use the proposals submitted in this RFP to also select up to three firms to design any recommended construction projects that are approved and funded in the future.

III. Evaluation Criteria

In determining the firm to be fully qualified and best suited to perform the work associated with the Project, the following factors will be considered:

- a) Knowledge of the Town's sanitary sewer collection system, past working relationship with the Town and the project proposed by the Town;
- b) Similar project experience; the firm must have a minimum of five (5) similar projects since 2010 in which they assisted the client in the development of a hydraulic sanitary sewer model, evaluated future flows, identified system deficiencies, and proposed alternatives to correct the deficiencies;
- c) Knowledge, skill, and experience of the proposed project team;
- d) Experience in securing funding through the Virginia Department of Environmental Quality and other programs and assisting clients with this program through construction;
- e) Ability to meet the schedule and needs of the Town;
- f) Why your firm wants to perform this service for Abingdon and why your firm would be best for this work.

IV. Selection Process

The Town will appoint a committee to review proposals, conduct interviews (if deemed necessary by the committee) and recommend award based upon the evaluation criteria noted above. On the basis of evaluation factors published in this Request for Proposals and all information developed in the procurement process to this point, the Town shall select the firm or firms most suited for this task. The Town of Abingdon reserves the right in its sole discretion to reject any and all proposals.

VI. Submissions and Deadlines

Proposals shall contain a standard SF 330 along with a cover letter of no more than two pages containing information relative to the factors given in Item III, Evaluation Criteria. Each firm which wishes to submit a proposal in response to this Request for Proposals (RFP) must submit seven (7) copies of the proposal on or before 5:00 p.m. local time February 13, 2018, to the Town of Abingdon, PO Box P.O. Box 789, Abingdon, VA 24212 (by mail) or 133 West Main Street, Abingdon, VA 24210 (by FedEx, UPS, or hand

delivery). Mailed submissions shall be posted sufficiently early to ensure delivery prior to the deadline.

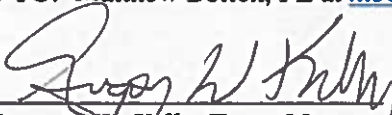
Proposals should be addressed to:
Mr. Matthew Bolick, PE
Director of Public Services and Construction
Town of Abingdon Sanitary Sewer Engineering RFP

VII. Labor and Civil Rights Provisions

Offerors shall comply with the following: President's Executive Order #11246 prohibiting discrimination in employment regarding race, color, creed, sex, or national origin; the President's Executive Order #12138 and #11625 regarding utilization of MBE/WBE firms; the Civil Rights Act of 1964, the Americans with Disabilities Act of 1990; and the Age Discrimination and Employment Act; Federal Regulation PR-1273. Offerors must certify that they do not or will not maintain or provide for their employees any facilities that are segregated on the basis of race, color, creed, or national origin.

Participation is encouraged from businesses certified as small businesses, women owned businesses, minority owned businesses, and disadvantaged owned businesses. WBE/DBE utilization goals may apply depending on the project assignments and funding sources to be undertaken.

PLEASE DIRECT ANY QUESTIONS TO: Matthew Bolick, PE at mbolick@abingdon-va.gov



Gregory W. Kelly, Town Manager
January 25, 2018

I, Matt Bolick, Director of Public Works for the Town of Abingdon, Virginia, do hereby acknowledge that this notice is true and correct in the form and that it meets all of the procedural and substantive requirements set forth in the Town Code, this the 25 day of January, 2018.

I, _____, Town Attorney for the Town of Abingdon, Virginia, do hereby acknowledge that this notice is true and correct in form and that it meets all of the procedural and substantive requirements set forth in the Town Code, this the ____ day of _____, 2018.