

DATE ISSUED: August 22, 2024

CAPE FEAR PUBLIC UTILITY AUTHORITY
REQUEST QUALIFICATIONS FOR:
WATER AND SEWER INTRACOASTAL WATERWAY CROSSING & EASTWOOD
ROAD INTERCONNECTS



Time and Date of Pre-Submittal Conference

September 5, 2024 at 10:00 AM

Deadline for Inquiries

September 12, 2024 at 2:00 PM

Time and Date Set for Submittal

September 26, 2024 at 2:00 PM

REQUEST FOR QUALIFICATIONS (RFQs)
FOR
DESIGN-BUILD SERVICES

WATER AND SEWER INTRACOASTAL WATERWAY CROSSING
AND EASTWOOD ROAD INTERCONNECTS

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 to construct redundant water and wastewater main crossings of the Intracoastal Waterway Crossing (ICW) and install approximately 1,300 linear feet of new water mains.
- 1.2 Statement of Qualifications (SOQ) must be submitted in .pdf format to bids@cfpua.org no later than 2:00 PM on September 26, 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 September 12, 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. Register by sending company name and contact information to bids@cfpua.org.
- 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 A pre-submittal conference for the Project will be held September 5, 2024 at 2:00 PM local time in the Jordan Conference Room located at 235 Government Center Drive, Wilmington, NC 28403. Staff will discuss the scope of work, general contract issues and respond to questions from the attendees. Because staff will not be available to respond to individual inquiries regarding the project scope outside of this pre-submittal conference, attendance at this pre-submittal conference is not required, however, highly recommended.
- 1.7 Project Description: On June 21, 2024, the Town of Wrightsville Beach and CFPUA signed a Utility Consolidation Agreement. Three projects were identified in the capital improvement plan as key projects in combining the two systems. Two projects are planned to construction redundant water and wastewater main crossings of the ICW via horizontal directional drilling (HDD) at US Hwy 74/76. The Water System Interconnects include installing approximately 1,300 linear feet of new water mains along Wrightsville Ave., Southerland Ave., and Eastwood Road.
Total Estimated Design-Build Project Budget: \$5,000,000- \$5,700,000
The project's anticipated schedule is to be **substantially complete in February 2026**
- 1.8 The DB will be selected based on qualifications as outlined in Section 3 of this RFQ.



- 1.9 The Design Build services will be performed using Design Build Institute of America (DBIA) contract documents with one entity identified as the DB. Services will include all necessary activities to design and construct the project.
- 1.10 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. Planning of maintaining existing system operations during construction shall be a critical portion of the pre-construction/design phase.
- 1.11 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 standard DBIA contract documents. Upon completion of the preliminary design-build scope of work, the DB firm will provide a lump sum.

CFPUA was awarded a direct appropriation for a municipal consolidation and reorganization in the 2023 Appropriations Act Session Law. Based on funding sources, MWBE outreach goals may differ from CFPUA's standard goals found here: <http://www.cfpua.org/DocumentCenter/Home/View/370>

An MBE/WBE (SBE) Compliance Form is attached as Exhibit A to the RFQ that must be submitted with the qualification statement.

2- ANTICIPATED SCOPE OF WORK

- 2.1 The scope of work will be generally delivered in a two phased DB approach as described below.
 - Phase 1 – Design and Pre-Construction Services: It is anticipated that the scope of services for Phase 1 will be negotiated on a lump sum basis and will require approval by CFPUA. During this phase, the scope of services will include overall project scoping, design workshops, development of an initial opinion of cost, design services through a 30% submittal package (with cost opinion update), and design completion to 60% or greater (with cost opinion update), permit and easement negotiated, and with the preparation and delivery of a lump sum price and schedule for Phase 2.

In addition, the CFPUA will work with the Design-Builder to finalize the terms of the Design-Builder Agreement for Phase 2. If the parties can negotiate the Agreement for Phase 2 including, but not limited to: scope, schedule, contract terms, and lump sum then the Design-Builder will be authorized to proceed with Phase 2. It should be noted that the CFPUA must be able to demonstrate that execution of the Phase 2 work is cost-effective, allows for local sub-contractor competition, achieves schedule milestones, and meets the needs of the CFPUA. If a Phase 2 Agreement is not reached, then CFPUA will have no further contractual responsibility to the Design-Builder and may seek alternatives to project completion.

- Phase 2 – Design-Build Services Agreement: Phase 2 Design-Build work will include completion of design services, construction, testing and final project completion as outlined in the Design-Build Agreement.

2.2 In general, the project scope of work includes design and construction for the following key elements:

- Review GIS and model information, provide a pipe size recommendation for water and sewer mains and interconnections
- Review and recommend easement sites
- Provide options for path of water and sewer drills and cost estimates
- Provide recommendations on interconnections and cost estimates
- Sustainability solutions - Provide sustainable solutions with a balance of cost and benefit, determine best-fit solutions were feasible.

2.3 After being selected, the DB will execute a contract with CFPUA to provide design and construction services of the project including, but not limited to:

- Project management and administration through project leadership and overall team coordination.
- Implement a job specific safety plan for design and construction related activities.
- Lead design and construction coordination meetings with CFPUA, Town of Wrightsville Beach, NCDOT and others.
- Complete all preliminary and final design engineering efforts for the project with design document submittals at 30%, 60%, 90%, and 100%.
- Develop an initial opinion of cost and then update that cost opinion during design development with submittals at the 30% design stage, and 60% design stage. An updated cost opinion should be maintained throughout Phase 1 effort. Develop construction cost models, estimates based on marketplace conditions, and cash flow analyses.
- Complete all surveying, SUE, and geotechnical engineering required for successful design and construction and development of construction pricing.
- Provide interdisciplinary coordination, review of codes and standards, perform value engineering, offer cost savings suggestions, and best value recommendations.
- Perform constructability review, construction sequence planning and scheduling.
- Obtain permits required for project construction.
- Provide quality assurance and quality control plan for both design and construction.



- Provide engineering services during construction to include RFIs, shop drawing reviews, contractor change order requests, preparation of record drawings, and project management support.
- Provide all construction management services related to the DB's scope of work.
- Complete project close-out activities including final punch-lists, project certifications, documentation for asset management, and warranty efforts.
- Provide conformed record drawings, test results and drill logs.
- The DB will assume the risk of delivering the Project and will be responsible for construction means and methods.

3 - STATEMENT OF QUALIFICATIONS SELECTION CRITERIA

3.1 Firms 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 firm 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, contact name, address, fax number, and email address

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	5
2	Relevant Firm Experience and References	20
3	Project Team Qualifications and Availability of Resources	20
4	Project Understanding and Implementation	10
5	Approach to Project Management, Communications and Schedule Adherence	10
6	Innovative Ideas	15
7	Approach to Safety	5
8	MBE, WBE, SBE, DBE and Small Business Participation Outreach Plan	5
9	Price Factors	5
10	Other Factors	5



11	Financial & Legal	Pass/Fail
Total Possible Points		100

*Interviews are optional. If interviews are conducted, both the SOQ and interview will be considered in the final score for each criterion.

Evaluation Criteria 1 - General Information

- a. Description of firm/team
- b. Legal company organization; organizational chart with names. The organizational chart shall also include major subcontractors.
- c. Identify the Project Manager for the DB firm who will be assigned to this project.
- d. 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:
 - I. 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; or,
 - II. 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.

Evaluation Criteria 2 - Relevant Firm Experience and References

- a. Applicant's service capabilities and quality as it relates to this project.
- b. List and briefly describe 3 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, and email address (if available). Projects involving Design-Build and construction of 14" or larger Horizontal Directional Drill crossing under bodies of water with in the last 5 years will have an increased weight in the evaluation process.



- 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 total self-performed work that was completed (for completed projects) or is anticipated (for on-going projects).

Evaluation Criteria 3 - Project Team Qualifications and Availability of Resources

- a. Provide an overall organizational chart (showing Team Members, Key Team Members, and their firm affiliation) for all phases of the Project from design through final acceptance and warranty maintenance period with names, including subcontractors.
- 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 Progressive Design-Build Delivery Method.
- e. Provide information regarding teaming history and working relationship between the DB and the DB's consulting engineering firm(s).
- f. Provide information regarding teaming history and working relationship between the DB and any proposed major construction subcontractor(s).
- g. Explain the DB team's current workload and ability to proceed promptly with the project. Provide a statement regarding your assurance that your team has the necessary resources available to complete this project within the schedule provided in this RFQ.

Evaluation Criteria 4 - Project Understanding and Implementation

- a. Describe your understanding of the project.
- b. Methodology and approach to the design, permitting, and construction services including creative alternatives that could be proposed to add value or cost saving measures.
- c. Identify and discuss any potential risk during design and construction and possible mitigation measures.
- d. Provide an anticipated project schedule with ideas to accelerate the overall duration.

Evaluation Criteria 5 - Approach to Project Management, Communications and Schedule Adherence

- a. Describe your overall Project Management Approach.
- b. Describe your planning, scheduling, estimating, and construction management tools.
- c. Describe your communications approach to CFPUA.
- d. Describe your quality control plan during design and construction.

Evaluation Criteria 6 – Innovative Ideas

- a. Describe any innovative ideas, alternative design and/or construction concepts that will provide CFPUA added value. For each proposed idea, provide adequate information, concepts, estimated cost information, and schedule impacts, if any,



in sufficient detail to allow the CFPUA to determine whether the proposed idea is in CFPUA’s best interest.

Evaluation Criteria 7 - Approach to Safety

- a. Describe approach to safety management. Provide documentation verifying that proposer has an acceptable safety record, including Experience Modification Rate (EMR) for the last three years. Note, proposers are directed not to submit full safety plans just the approach to safety management.

Evaluation Criteria 8 - MBE, WBE, SBE, DBE and Small Business Participation Outreach Plan

- a. Describe your approach to MBE, WBE, SBE, DBE, and Small Business Participation Outreach Plan.
- b. Review and sign Exhibit A – MBE/WBE (DBE) Compliance Form. Include in Appendix A.

Evaluation Criteria 9 – Price Factors

- a. Per S.L. 2021-189, Section 1.6, we are requesting price factors. Please fill-in and provide the following table in a separate envelope. Design-builder must submit 5 sealed envelope copies and the content shall be counted towards the total page limit.

Price Factors Form (Include in SOQ)	
Design-Builder’s Fee (%) for Phase 2 Services – as defined in DBIA Standard Document 530 or 525	%
Design-Builder’s Fee (%) for additive Change Orders as defined in DBIA Standard Document 530 or 525	%
Design-Builder’s estimated amount of self-perform work as a percentage of the total contract value	%
Provide breakdown of Key Personnel and 2024 hourly rates for Design and Construction Staff	\$/hr.

Evaluation Criteria 10 – Other Factors

- a. Provide statement regarding your 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 by both parties.
- b. Provide a statement regarding your assurance that this engagement will not result in a conflict of interest.
- c. Describe relevant factors impacting the quality and value of work.

Evaluation Criteria 11 – Financial & Legal

No points will be allocated for Evaluation Criteria No. 11; Proposers will be rated as acceptable (pass) or unacceptable (fail). Will not be included in page count

- 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 (30) 8.5x11" pages to address the SOQ criteria specified in Section 3 (excluding Resumes and Sub-consultant/Subcontractor Selection Plan). 11x17" pages may be used, but one 11x17" page will count as two 8.5x11" pages. 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 Exhibit A – MBE/WBE (DBE) Compliance Form to be included in Appendix A
- 4.2 Statement of Qualifications and Appendix A must be submitted in .pdf format to bids@cfpua.org. no later than September 26, 2024 at 2:00 PM local time. 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 an electronic copy of their statement of qualifications via email. If email reply is not received from bids@cfpua.org, please call 910-332-6472 or 910-332-6651 before deadline for submission.

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.



4.3 Adherence to the maximum page criteria is critical; each page side (maximum 11x17", but one 11x17" will be counted as two 8 1/2x11" pages) with criteria information will be counted. Pages that have photos, charts and graphs will be counted toward the maximum number of pages.

4.5 Submitted information shall comply with N.C.G.S. 143-64.31 through 64.34 (aka Mini Brooks Act).

4.6 An MBE/WBE (SBE) Compliance Form is attached as Exhibit A to this RFQ that must be submitted with the qualification statement

5- SELECTION PROCESS AND SCHEDULE

5.1 A Project Evaluation Team (PET) 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, PET will select DB and post results. Those firms not selected for further consideration will be notified.

5.2 The following tentative schedule has been prepared for this project. Firms interested in this project must be available on the interview meeting date.

a. SOQ's due:	September 26, 2024
b. Firms notified of Short List:	October 11, 2024
c. Interview date:	TBD if requested
d. Final Selection	October 31, 2024

5.3 CFPUA will enter into negotiations with the selected Offeror using CFPUA's standard form Design-Build Contract (DBIA Standard Documents with appropriate modifications agreed upon both parties). If the Offeror is unwilling to execute CFPUA's standard form Design-Build 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 an acceptable price proposal for Phase 1 services, CFPUA may decide to terminate the selection process.

6-REFERENCE DOCUMENTS

These reference documents will be provided electronically upon written request to bids@cfpua.org:

6.1 GIS Map of area of interconnects and ICW Crossing

6.2 Master Planning Map of areas for easement.

MBE/WBE (DBE) Compliance Form

Contracting with Small and Minority Businesses, Women's Business Enterprises and Labor Surplus Area Firms

Design Builder shall take the following affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible as per C.FPUA'S MWBE Outreach Plan.

- (1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists
- (2) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources
- (3) Dividing total requirements, when economically feasible into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises
- (4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises
- (5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration, the Minority Business Development Agency of the Department of Commerce, and other agencies such as NC HUB Office.

Design Builder has read CFPUA's MWBE Outreach Plan at <http://www.cfpua.org/DocumentCenter/Home/View/370> and where reasonable follow the affirmative steps above to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible.

Design Builder Firm Name (Print)

Design Builder Representative (Sign & Date)