

Request for Qualifications

Engineering Services for Street Paving Projects:

September 30th, 2024

The City of Dunn (City) is soliciting engineering services for design and implementation of a paving rehabilitation project. Qualified firms will have experience in pavement evaluation, design and registered as an Engineer in the state of North Carolina. Interested firms are invited to submit a proposal including a Statement of Qualifications (SOQ) for consideration by **2:00 PM on October 30th, 2024**. Questions should be directed to Jeremy Martin, Project Manager, jmartin@dunn-nc.org. All questions shall be submitted by **October 15th, 2024 by 4:00pm**. Any addenda and answer to the questions will be sent out by **October 17th, 2024** and posted on the City website under Bid Notices.

Background Information:

In January of 2021, the City of Dunn had a City – Wide Street Pavement Condition Study completed. The selected firm went through and ranked all 66 miles of City owned streets. It is the expectation that the data collected will be used as the basis for the new project scope. The City would like the newly selected firm to identify the remedies needed to preserve the streets in a cost-effective way, whether that be a full-depth mill paving operation, crack seal and surly, or patching. Other modifications may be needed; manhole/valve cover adjustments, correction of grades on streets and some curb and gutter replacement. Correct and/or install pedestrian amenities.

In addition to improving the identified road conditions, there is infrastructure under these roads that may need to be assessed and considered as a part of the project. The main purpose of the project funds is to pave as many roads as possible, but the City of Dunn would like to take proactive measures by replacing parts of old water/sewer mains or drainage pipes in the identified areas, if the available funds allow.

Due to the financial background of the project, the qualified firm will be expected to have USDA loan experience and understanding of the process that comes with that loan. It will be the engineer's responsibility to help the City maintain compliance with the loan. Also the selected firm will be expected to conduct the required geotechnical reports, field survey the selected areas for drainage, prepare plans, provide bid assistance and construction administration.

Scope of Services:

The scope of services will be as follows:

- Identification Of Project Scope
- Surveying
- Design Criteria and Plan Development
- USDA Loan Experience
- Coordination with NCDOT (if necessary)
- Project Budget Development
- Construction Administration
- Geotechnical Testing
- Water/Sewer/Drainage design capabilities

Submittal Package Requirements & Evaluation Criteria:

The RFQ shall not exceed ten (10) single-sided, 8.5' x 11" pages and shall include the following:

1. A clear and concise introduction identifying the scope of services for which the firm is submitting qualifications and a summarization of why the City should select your firm.
2. Identification of the project team, including the role and relevant experience of each team member.
3. A detailed narrative based on the Scope of Services demonstrating an understanding of the City's needs and describes how those needs would be met.
4. Description of the firm's experience with pavement condition rehabilitation projects for municipalities, with at least 3 of those done for a municipality in the state of North Carolina.
5. Description of the firm's experience with USDA Community Enhancement Loans. Please provide project examples associated with the loan experience. (Pavement specific projects are not required but would be recommended.)
6. Progress schedule that identifies key project milestones and target completion dates.
7. Fee Schedule breakdown for design and construction administration.
8. All RFQ's shall be at the attention of the City Manager.

Submittal will be evaluated, and a consultant selected based on the following criteria:

- 40% - Qualifications & Experience
- 40% - Project Approach & Understanding
- 20% - Creative Transportation Solutions

The submittal package must be delivered both in hardcopy and electronically (PDF) by **2:00 PM on October 30, 2024.**

Hardcopy Submittal: three (3) hardcopies of the Proposal shall be in a sealed package delivered to City Clerk, 401 East Broad Street, Dunn NC 28334. (City Hall/Administration). The name and address of the submitting firm and the RFP title shall be clearly visible on the package.

City Of Dunn

PO Box 1065 Dunn, NC 28335 | (910) 230-3500 |

www.cityofdunn.org