

REQUEST FOR QUALIFICATIONS

ALBEMARLE COUNTY SERVICE AUTHORITY PROFESSIONAL ENGINEERING SERVICES

Crozet Phase 2 Drainage Basin Sanitary Sewer Study

I. Introduction

The Albemarle County Service Authority (ACSA) is seeking qualifications from consulting engineering firms to provide professional engineering services for the Crozet Phase 2 Drainage Basin Sanitary Sewer Study. This study includes the combination of Infiltration/Inflow Analysis (I/I Analysis), Sewer System Evaluation Survey (SSES), and an inventory, prioritization, and plan for addressing sewers in the Crozet Phase 2 drainage area.

The drainage basin consists of nine connection points that contribute flow to the Rivanna Water and Sewer Authority's (RWSA) Crozet Interceptor. This portion of the Crozet Drainage Basin consists of approximately 115,800 linear feet of sanitary sewers ranging in size from 6 to 12 inches in diameter and 654 manholes. The Crozet Sanitary Sewer Pump Station is located along Crozet Avenue at the northern portion of the drainage basin. This station has a designed capacity of 200 gallons per minute and is connected to the gravity system by 800 linear feet of 6-inch diameter force main. Wastewater flow from Crozet is transported by a combination of gravity and force mains to the Moore's Creek Wastewater Treatment Plant.

The ACSA is seeking qualifications for engineering services from sewer evaluation through design of identified rehabilitation recommendations.

II. Scope of Services

The ACSA is seeking qualifications from consulting engineering firms who can provide the following services for the Crozet Phase 2 Drainage Basin Sanitary Sewer Study:

1. Quantification of existing flows.
2. Source Detection:
 - a. Manhole Inspection
 - b. Perform Smoke Testing
 - c. Conduct Isolation and Measurement
 - d. Conduct CCTV
 - e. Dyed Water Flooding

3. Data Analysis.
4. Summary Report.
5. Design of Rehabilitation/Replacement Recommendations.
6. Bid Phase.

The use of qualified sub-consultants to perform various services is acceptable. Agreements for each of the tasks listed will be negotiated at the appropriate time during the project.

III. Schedule

Time is of the essence on this project. The following schedule is proposed in order to meet the demands of the anticipated development, which will discharge wastewater to the pump station:

1. Sanitary Sewer Evaluation: September 1, 2010 – May 30, 2011.
2. Design Phase: June 1, 2011 – September 30, 2011.
3. Bid Phase: October 1, 2011 – November 30, 2011.

IV. Qualifications Package Contents

The consulting engineering firm shall provide five (5) copies of their qualifications for engineering and surveying services. The qualifications shall include the following:

1. Letter of Interest.
2. Specific point of contact.
3. Location of office where majority of services will be conducted.
4. Related project experience including only sanitary sewer evaluations within systems under 18 inches in diameter in existing communities, and wastewater pump stations.
5. Resumés of key individuals/Organizational Chart.
6. List of services to be sub-consulted and potential list of sub-consultants.
7. Proof of professional liability insurance.
8. List of five references including name, address and telephone number of contact person.

V. Qualification Evaluation Criteria

In determining a firm to be fully qualified and best suited to perform the services, the ACSA will consider the following factors (the weighted percentage used in the evaluation is given with each of the factors):

1. Qualifications and depth of key personnel (45%).
2. Firm's experience with similar size and type of projects (45%).

3. Geographic location of personnel working on projects (5%).
4. References (5%).

VI. Selection Process

The ACSA will evaluate each of the qualifications received using the criteria stated in Section V. The consulting engineering firms will be ranked accordingly and, at least, the top three (3) firms will be selected for an interview. The interviews will be held at the ACSA office at 168 Spotnap Road in Charlottesville, Virginia.

Upon completion of the interviews, the ACSA will make a selection of one consulting engineering firm with whom they will enter into an agreement for engineering services.

The ACSA reserves the right to reject any and all qualifications and reserves the right to award or not award a contract, as may be in the best interest of the ACSA.

VII. Submissions and Deadlines

Five (5) copies of the qualifications in response to this request shall be submitted on or before 5:00 p.m. local time on July 30, 2010, to the following address:

Peter C. Gorham, PE
Engineering Director
Albemarle County Service Authority
168 Spotnap Road
Charlottesville, VA 22911