

REQUEST FOR QUALIFICATIONS
OWNER'S ADVISOR FOR AIR BACKWASH ELEVATED ACCESS
WALKWAY AND EQUIPMENT BUILDING
DESIGN-BUILD PROJECT
LOWER CAPE FEAR WATER AND SEWER AUTHORITY
LELAND, NORTH CAROLINA

NOTICE IS HEREBY GIVEN that Lower Cape Fear Water and Sewer Authority (LCFWASA) is requesting qualification for Owner's Advisor. LCFWASA will receive such proposals emailed to:

Lower Cape Fear Water and Sewer Authority

1107 New Pointe Blvd., Suite 17

Leland, N.C. 28451

ATTENTION: Danielle Hertzog, Finance Administrative Assistant

Email: admin@lcfwasa.gov (Must confirm receipt)

UP TO THE HOUR OF 2:00 P.M., NOVEMBER 25, 2024

Copies of the Request for Proposals Document are available from the LCFWASA website at www.lcfwasa.org. Please contact Danielle Hertzog at admin@lcfwasa.gov with questions.

All proposal forms must be properly executed and submitted as part of the proposal. LCFWASA The Authority reserves the right to reject any or all proposals.

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GENERAL

Lower Cape Fear Water and Sewer Authority (LCFWASA) desires to contract a professional engineering firm to act as Owner's Advisor for the ELEVATED ACCESS WALKWAY AND EQUIPMENT BUILDING Project. LCFWASA serves Brunswick, Bladen, Pender, New Hanover, Columbus Counties, and the City of Wilmington. As the largest regional water system in the Eastern North Carolina, the Authority's primary role is to provide raw water from the Cape Fear River to supply treatment facilities that serve 550,000 customers.

The Owner's Advisor (OA) should act as an extension of the Owner's staff. The OA must work to align the entire integrated project team with the Owner's priorities throughout the course of the project. An Owner's Advisor must be prepared to help the Owner develop a detailed Owner's Project Criteria designed specifically to meet the Owner's needs and to manage project risk. These services may include criteria development, design administration, review of equipment and material specifications, review project costs, commissioning and other applicable support functions and services. The OA must work with the Owner to customize services to most effectively match the project's requirements and the Owner's needs, allowing the scope of work to be tailored to provide services that are necessary to supplement the Owner's existing project staff availability. The Owner's Advisor shall have thorough knowledge and expertise with structural components and operation of surface water intakes as well as have a vast understanding of Design-Build.

The selected consultant will provide engineering services generally as follows:

1. The consultant will assist LCFWASA with developing the owner's project criteria for an initial design-build agreement for an elevated access walkway and equipment building using the Design Build Institute of America (DBIA) approach outlined by DBIA 520 Agreement.
2. The consultant will attend design build progress meetings and assist LCFWASA with review of submittals, schematics, cost reports, maintain an overall project schedule, and review the 60% design documents to confirm specifications and project scope is met.
3. The Owners Advisor shall have strong design, project cost and schedule background to be able to evaluate the Design Builders proposal, provide independent cost estimating and validate the overall proposal meets the owners project criteria.

4. The construction administration and observation services during the construction phase of the project will be provided under a separate amendment during the time of construction award.

The consultant services are anticipated to extend throughout the design build process.

SUBMISSION OF QUALIFICATION STATEMENT/PROPOSAL

Consulting engineering firms are invited to submit a Statement of Qualification and Proposal to the LCFWASA to be received no later than **2:00 PM on November 25, 2024**. Submittals received after this deadline will not be considered.

Statement of Qualifications shall be sent to:

Lower Cape Fear Water and Sewer Authority
Attention: Tim Holloman, Executive Director
1107 New Pointe Blvd, Suite 17
Leland, NC 28451
Director@lcfwasa.gov

SOQ's shall be limited to **25-pages or less**, excluding resumes and appendices.

All proposals will be evaluated by a selection team consisting of representatives of **LCFWASA, Brunswick County, CFPUA, and Pender County.**

One firm will be selected from this request for qualifications. Firms shall submit five (5) written copies and one (1) electronic file of their statement of qualifications for consideration. Information submitted shall be in compliance with N.C.G.S. 143-64.31 through 64.34 (aka Mini Brooks Act).CONSULTANT SELECTION

LCFWASA will follow a qualifications-based selection process. Consultants must demonstrate their level of competence and qualification, and each sub-consultant's level of competence and qualification, with respect to the listed evaluation factors for the needed services.

SOQ's will be evaluated based on the following three (3) considerations and the level of importance for each consideration. The SOQ shall be formatted consistent with the evaluation consideration. Criteria shown under each of the three (3) considerations are to be addressed in the SOQ. Consultant's may provide additional information, as necessary.

1. Project understanding and approach (45%)
 - a. Understanding of project
 - b. Approach for the work and to keep the project on schedule and on budget
 - c. Description of the owner's consultant team's quality control program
2. Relevant firm experience with Design Build projects (30%)

- a. Projects of similar size and scope
 - b. References and descriptions of similar projects
 - c. Record of project success as an Owner's Advisor
3. Overall staff experience proposed for this project (25%)
 - a. Principal in charge of the project
 - b. Individual team members for each discipline and relevant experience
 - c. Location of each team member to facilitate efficient project execution

A more detailed scope of work and fee schedule will be negotiated with the best qualified firm. If negotiations are not successful with any selected firm, LCFWASA will terminate negotiations with that firm and initiate negotiations with the next best qualified firm.

REQUIREMENTS

Qualifying Statements shall include:

1. Firm name, address, telephone number, fax number, email address, and contact person(s).
2. Year in which the firm was established and any former names under which the firm operated.
3. Qualifications and experience of personnel who would be performing owner's advisor services for the project(s) by providing:
 - a. A list of projects demonstrating experience/understanding of similar linear projects to include:
 - i. a summary of the scope and type of services performed,
 - ii. the owner of the project, and
 - iii. owner contact reference name, phone number and email for the project
4. A description of the team's understanding of design-build delivery or other alternative delivery methods
5. A description of the team's experience with design-build delivery projects and meeting established schedule milestones
6. Discussion the project understanding and project approach

The following criteria will be deemed necessary for selection:

- The firm must meet the following insurance requirements. Workers Compensation may be waived if firm has no employees.
 - General Liability \$1,000,000 per occurrence/\$2,000,000 aggregate. Authority must be additional insured
 - Workers Compensation \$500,000/\$500,000/\$500,000
 - Auto Liability Insurance \$1,000,000 per occurrence combined single limits applicable to claims due to bodily injury and/or property damage
 - Professional Liability not less than \$1,000,000 per loss.
- A firm wishing to be considered must be properly registered with the Office of the Secretary of State.

The selection of an engineering firm will be handled in accordance with the following process:

1. Submission by the firm of a Qualification Statement by no later than **November 25, 2024** at 2:00 pm.
2. LCFWASA will select up to one firm to provide the engineering services based on the criterion stated in this notice and other relevant materials that may be submitted by applicants.

NOTIFICATION

The selected firms will be notified by telephone and/or email.

The LCFWASA reserves the right to reject any and all Proposals.