

REQUEST FOR PROPOSALS

Water System Improvements

Professional Design-Build Services

RFP #: 2022-01

March 7, 2022



**CITY OF WALHALLA
206 N. CHURCH STREET
WALHALLA, SC**

STATEMENT OF WORK

Project Background

The City of Walhalla operates and maintains a water system serving a population of approximately 16,000 people. The system consists of a 4 MGD water treatment plant, 2 elevated storage tanks, 1 ground storage tank, 3 booster pump stations, and miles of distribution mains ranging in size from 2" to 24". Areas of the distribution system have been designated for upgrades to improve customer service, reliability, and system stability.

The City of Walhalla operates on a limited budget and prides itself on being good stewards of available funds. Costs and returns on investment will be a major consideration in submitting a successful proposal.

Project Description

The City of Walhalla, herein referred to as, the City, is requesting a proposal for providing professional design, engineering, and construction services in relation to the design and construction of approximately 19,000 LF of new 12" DIP water distribution mains along N Hwy 11, and approximately 12,000 LF of new 10" DIP water distribution mains along Poplar Springs Rd. The specific description and components are listed under the General Requirements section.

Project Location

The proposed water main along SC Hwy 11 North begins at Sangamo Rd., and continues to the intersection of SC Hwy 183, see location map in Exhibit A. The second proposed water main is located along Poplar Springs Rd., beginning at the intersection of Old House Rd., and continuing to the intersection of Hammock Ridge Dr., see location map in Exhibit B.

General Requirements

The intent of these requirements is not to give all technical specifications, but instead to give general requirements such that the prospective contractor will be able make a proposal to the City. It is expected the successful contractor shall professionally perform a quality job in accordance with the City's direction/standards. The contractor shall furnish all labor, materials, and transportation necessary to the perform the work specified in this request. Any additional work required to complete the following tasks and not specified below is considered incidental and no additional payment will be made. Descriptions of the contractor responsibilities and duties are further described in this document.

The project requirements and expectations are:

1. Provide water main design to include:
 - a. Survey of existing conditions along the proposed route, to include existing utilities and structures
 - b. Project design to include, but not limited to:

- a. Design drawings for construction and SC DHEC permitting, including the relocation
 - b. Coordinate encroachment permitting with SCDOT and Oconee County Road Department
 - c. Erosion control design and permitting
2. Provide Construction services to include:
- a. Complete cost estimate based on final design, with GMP
 - b. Full construction services as required for a complete, functional project
 - c. Coordination with the City for all work around existing water mains, and customer service interruptions
 - d. Construction management to ensure quality of work and track project costs
 - e. Monthly progress meetings with the City

Deliverables

1. Design calculations (.pdf format)
2. Construction Drawings (.dwg and .pdf format)
3. Construction Specifications (.pdf format)
4. Cost Estimate and Materials Quantity (.pdf format)
5. As-builts (.dwg and .pdf format)

Engineers/Firm Requirements

1. Registered Professional Engineer in South Carolina
2. Proven experience in design in the natural environment and recreational areas
3. Proven experience working with small municipalities
4. Prior experience with providing City of Walhalla is desirable

Contractor/Firm Requirements

1. Licensed Utility Contractor in South Carolina
2. Proven experience in large water system projects
3. Proven experience working with small municipalities
4. Prior experience with providing City of Walhalla is desirable

Period of Performance

The performance period will be **April 1, 2022 to December 31th, 2022**. Work will be evaluated monthly. The actual period may be negotiated depending on materials and availability.

Acceptance and Payment

Upon acceptance of the contractor's proposal, by the City, a Notice to Proceed will be issued. Once the Notice to Proceed is issued the contractor can began performing services. Once a month, services will be evaluated in accordance to the terms and conditions of the contract. Upon satisfactory completion of work, the contractor shall invoice the City. All invoices must display purchase order number when submitting for payment. Payment will be made via a city issued check.

The city administrator will be designated from the City at the time of Award to administer the contract and approve pay requests. The city utilities director will be designated as field supervisor for the project. Changes to the terms of the contract will require approval from the city clerk and city council. All questions shall be directed to the city administrator. The vendor shall designate a person to act as a contact for the project.

Proposal Submittals

The proposals shall include the following related to the scope of work:

1. Cover letter
2. Resume that outline:
 - a. Design Team
 - b. Construction Team
 - c. Experience
 - d. References
3. Examples of past work (photos, brochures, reports, narratives)
4. Proposed costs (itemized)
5. Estimated timeline (for engineering, design, and construction)

Ranking and Award Criteria

Proposals will be reviewed and ranked based upon past experience/performance in relation to the scope of work and ability/capability to perform the work.

The City reserves the right to negotiate costs to keep the project within budget.

The City of Walhalla reserves the right to reject any and all proposals based on past performance or capability to perform the work.

Site visits and technical questions can be directed to:

Scott Parris
Utilities Director
206 N. Church Street
PO Box 1099
Walhalla, SC 29691
sparris@cityofwalhalla.com
864-638-4343 office
864-723-5804 cell

Submit four (4) proposals in writing to **No Later than April 15, 2022:**
(Quotations may be emailed to the address below)

City of Walhalla
Brandon Burton, City Administrator
206 N. Church Street
PO Box 1099
Walhalla, SC 29691
bburton@cityofwalhalla.com
864-638-4343 office

Exhibit A. Location Map – North Hwy 11

NORTH HWY 11 WATER PROJECT



Exhibit B. Location Map – Poplar Springs Area

POPLAR SPRINGS AREA WATER PROJECT

