Subject: Request for Qualifications (RFQ) - On-Call Architectural & Engineering Services

The City of Lincolnton is seeking qualified architectural & engineering firms to provide on-call services for various projects within the city. This Request for Qualifications (RFQ) invites interested firms to submit their qualifications for consideration.

Scope of Services:

The selected firm will be expected to provide a broad range of on-call services to support the City of Lincolnton in its infrastructure and development projects. The scope of services includes, but is not limited to:

Public Water Distribution:

1. Design and analysis of water distribution systems.
2. Modeling and optimization.
3. Rehabilitation and replacement of water mains.
4. Water quality management and testing.
5. Emergency response planning for water distribution systems.
6. Rehabilitation and replacement of pump stations mains.
7. Maintenance and replacement of SCADA system.

Sanitary Sewer Collection:

1. Design and analysis of sewer collection systems.
2. Capacity assessment and modeling.
3. Rehabilitation and replacement of sewer lines.
4. Inflow and infiltration studies.
5. Pumping station/lift station design and optimization.

Electrical Distribution:

1. Design and analysis of electrical distribution systems.
2. Load analysis and optimization.
3. Substation design and maintenance.
4. Emergency response planning for electrical distribution systems.

Transportation:

1. Roadway design and improvement projects.
2. Traffic engineering studies and analysis.
3. Pedestrian and bicycle infrastructure planning.
4. Intersection design and safety improvements.
5. Transportation impact assessments.
6. Sidewalks
7. Railtrail pedestrian greenway.

Water Resources:

1. Watershed management and planning.
2. Floodplain analysis and mapping.
3. Stormwater management and design.
4. Erosion control and sedimentation planning.
5. Environmental impact assessments.

Water Treatment Plant:

1. Design and optimization of water treatment facilities.
2. Water quality testing and monitoring.
3. Process engineering for water treatment.
4. Compliance with water treatment regulations.
5. Emergency response planning for water treatment plants.
6. Maintenance and replacement of water treatment components.

Sewer Treatment Plant:

1. Design and optimization of sewer treatment facilities.
2. Wastewater quality testing and monitoring.
3. Process engineering for sewer treatment.
4. Compliance with sewer treatment regulations.
5. Emergency response planning for sewer treatment plants.
6. Maintenance and replacement of sewer treatment components.

Parks and Recreation System:

1. Planning and design of recreational facilities.
2. Landscape architecture and park layout planning.
3. Infrastructure development for parks and recreational areas.
4. Environmental impact assessments for park projects.
5. Community engagement for parks and recreation planning.

City-Owned Buildings:

1. Structural assessments and analysis.
2. Building code compliance and renovations.
3. Energy efficiency and sustainability improvements.
4. Accessibility and ADA compliance.
5. Emergency preparedness and safety measures.

Administrative:

1. Permitting and regulatory compliance.
2. Public outreach and stakeholder engagement.
3. Project management and coordination.
4. Contract administration and compliance.
5. Reporting and documentation.

Funding:

1. Grant application and administration.
2. Cost estimation and budgeting.
3. Financial analysis and modeling.
4. Assistance in securing project funding.
5. Compliance with funding agency requirements.

Equal Employment Opportunity Policy:

The City of Lincolnton is committed to equal employment opportunity and encourages participation from all qualified firms, including Minority and Women-Owned Business Enterprises (MWBEs). The selected engineering firm is expected to comply with all applicable federal, state, and local EEO laws and regulations.

Federal Uniform Guidance:

In the event that funding is provided from a federal source, the selected firm must adhere to the provisions pursuant to 2 C.F.R. 200 (Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards), as applicable.

Master Agreement and Task Authorization:

Each firm or firms selected will enter into a master agreement with the City covering the general terms of the contract. Task authorization against the master agreement will be used to define the scope and price of the work. The City reserves the right to enter into agreements with the firm or firms which best satisfies the requirements, goals, and objectives.

Not Limited to Stated Scope:

The City acknowledges that the scope of services outlined above is not exhaustive, and firms are encouraged to propose additional services that they believe would be beneficial to the City's projects.

Terms of the Agreement:

The agreement between the selected firm and the City of Lincolnton is anticipated to be for an initial term of 3 years from the date of selection. The City reserves the sole option to extend the selected firm or firms for an additional 1 to 3 years, subject to satisfactory performance and mutual agreement. The City also retains the right to terminate the agreement at any time, with or without cause.

Qualification Criteria:

Interested firms are requested to submit their qualifications based on the criteria outlined in the initial RFQ.

Submission Requirements:

1. Cover Letter
2. Company Profile
3. Project Experience
4. Resumes
5. References
6. Statement of Qualifications
7. Any other information that the firm feels answers the question of "why should the City select my firm?"

Submission Deadline:

All submissions must be received by Wednesday February 28th at 5:00 pm. Late submissions will not be considered.

Submission Information and Address:

Due to the anticipated size of the submissions we will not be receiving them by email – hard copies are requested (at least 3) and the cost of the submission will be solely on the submitting firm.

City of Lincolnton – On-Call Engineering Services RFQ

Attn: David Ramsey

PO Box 617 or 114 W. Sycamore St.

Lincolnton, NC 28093

Selection Process:

Submissions will be reviewed by a selection committee, and shortlisted firms may be invited for interviews or presentations. The City reserves the right to negotiate contract terms with the selected firm.

Questions and Clarifications:

Any questions or requests for clarification regarding this RFQ should be submitted in writing to David Ramsey at dramsey@lincolntonnc.org by February 15th, 2024 @ 5:00pm.

The City of Lincolnton looks forward to reviewing your qualifications and selecting a qualified engineering firm to provide on-call services. Thank you for your interest in working with the City.

David Ramsey

Business Services Director

City of Lincolnton

704-736-8980