



TOWN OF
NORTH KINGSTOWN, RHODE ISLAND

80 BOSTON NECK ROAD
NORTH KINGSTOWN, R.I. 02852-5762
PHONE: (401) 294-3331
FAX: (401) 294-2436

REQUEST FOR QUALIFICATIONS

RELATING TO PROFESSIONAL ENGINEERING CONSULTING SERVICES FOR THE REPLACEMENT OF WELL #10

THREE SETS OF the qualification statements for the above referenced project will be accepted in the Office of the Purchasing Agent, Town Hall, 80 Boston Neck Road, North Kingstown, RI 02852-5762, until 11 AM on March 12, 2014. **There will be a MANDATORY pre-qualification meeting on February 13, 2014 at 11 AM.**

NO RESPONSES WILL BE ACCEPTED AFTER THE 11 AM DEADLINE.

The proposal shall be awarded to the best qualified firm, in accordance with R.I.G.L. 45-55-8.1 and the qualification based selection process outlined in R.I.G.L. 37-2-64; 37-2-66; 37-2-67 and 37-2-68.

A certificate of Insurance showing 1 million General Liability and 1 million Any Auto, with the Town being named as an additional insured, Worker's Compensation, with a waiver of subrogation, and one million dollars professional liability, will be required of the successful bidder.

The Town of North Kingstown reserves the right to reject any or all proposals or parts thereof; to waive any formality in same, or accept any proposal deemed to be in the best interest of the Town.

The Town of North Kingstown will provide interpreters for the hearing impaired at any pre-bid or bid opening, provided a request is received three (3) days prior to said meeting by calling 294-3331, ext. 144

Kendra Stringer,
Purchasing Agent

SELECTION CRITERIA

The proposals will be evaluated as to R.I.G.L. 37-2-64; 37-2-66; 37-2-67 and 37-2-68, and the award shall be made on the basis of the best qualified and most responsive firm.

The following factors will be considered in determining the best qualified or most responsive evaluated submission:

Competence to perform the services as reflected by technical training and education; general experience; experience in providing the required services; and the qualifications and competence of persons who would be assigned to perform the services;

Ability to perform the services as reflected by workload and the availability of adequate personnel, equipment, and facilities to perform the service expeditiously;

Past performance as reflected by the evaluation of private persons and officials of other governmental entities that have retained the services of the firm with respect to such factors as control of costs, quality of work, and an ability to meet deadlines;

Narrative description of the scope of work to substantiate firm's understanding of the project's objectives;

Record of the firm in accomplishing work on other projects in the required time: list references and listing of like projects completed or currently in progress on Performance Data Form.

Quality of work previously performed by the firm for the Town of North Kingstown, if any;

Proposed project task schedule;

Ability and demonstrated experience in the performance of relevant consulting services in the field of municipal water supply system engineering and specifically potable water well and pump station design, permitting and construction. This shall include well installation (in excess of 500 gpm), pump sizing, hydro-geology, pump station rehabilitation, and water system infrastructure improvements.

Knowledge of the Town's water system, specifically knowledge and historic success in providing similar service to the Town relating to its water system.

Minimum of 10 years experience in all aspects of water system facility design, including but not limited to supply wells, storage tanks, booster pumping stations, water service mains, transmission mains, and water system facility infrastructure replacement and refurbishment is required;

Familiar with Rhode Island Department of Health Water Supply Regulations, Rhode Island Water Resources Board Legislation and Regulations and applicable RI Department of Environmental Management Regulations. Familiarity with Federal, State and local laws as well as all other documents, regulations, publications and guides necessary, to complete the work proposed, including all applicable AWWA publications and Water Works Standards;

Experience of personnel to be assigned to the project including detailed resumes for each individual, qualifications, licenses and professional registration: (NOTE: all engineering services requiring a Professional Engineering License)

Engineer shall be performed by a RI Licensed Professional Engineer, all architectural services shall be performed by a Rhode Island Licensed Architect; all Landscaping Architecture Services shall be performed by a RI Licensed Landscape Architect, substitutions will not be allowed without prior approval of the awarding authority

Fulfillment of project request for qualifications requirements and statement of qualifications to perform the above tasks;

Meets or exceeds insurance requirements, including proof of Errors and Omissions Insurance Coverage.

GENERAL:

The Town of North Kingstown is seeking Qualification Statements from qualified engineering consultants to provide professional engineering services associated with the replacement of the existing North Kingstown Water Supply Well No. 10. This existing supply well is located on RI Route 1 (Post Road) in East Greenwich and serves the Low Service (pressure zone) area of Town. This well, originally installed as a natural gravel developed well, though still operational has a continuing problem with the intrusion of sand and gravel. The installation of a liner screen within an existing liner screen failed to reduce the amount of sand being drawn into the well.

The work consists of providing directly to the Town of North Kingstown professional engineering services associated with the engineering evaluation, design, permitting, contract document development, bidding services and construction engineering related services associated with the installation of a new satellite replacement well at the Well Station No. 10 site. This would include all structural, electrical, site and instrumentation and control improvements to this existing infrastructure necessary to connect this new well to the existing Town water system and to make it fully operational.

BACKGROUND INFORMATION:

North Kingstown Water is a medium size water system consisting of 11 water supply wells with nine pumping stations and five storage tanks with approximately 9,400 service connections. Transmission, and distribution system consists of approximately 175 miles of water main, constructed mainly in the 1940s and 1950s. The majority of the system consists of asbestos cement (AC) pipeline ranging in size from 6 to 16 inches. New and replacement mains consist predominantly of polyvinyl chloride (PVC) pipe.

The Water system is comprised of three pressure zones; the Low Pressure Zone, the Slocum Pressure Zone and the Saunderstown Zone. The low pressure zone is served by Well No.'s 1,2,6,9 and 10. The Slocum Zone by Well No.'s 4, 5 and 11 as well as a booster pump/pressure reducing valve station at the Bow Hunters Tank that enables the transfer of water from the low pressure zone to the Slocum high or from the Slocum high to low. Saunderstown Pressure Zone is served by Well No.'s 3, 7 and 8 and a

pressure reducing valve (PRV) station (on Hamilton Allenton Road) that allows water to be transferred from Slocum to Saunderstown.

The existing well consists of a 12-inch gravel packed well with electric motor driven vertical turbine pump. Well depth is 104.50 ft. with 30 ft. of screen installed 60.95 feet below grade. Average supply rate is 2100 gpm at 250 feet of total dynamic head. The existing pump was installed in 2002. New corrosion control system installed in 1997, UV disinfection system installed in 2003 and chlorination system installed in 2005. The wellhead is located in a substantial brick building.

SCOPE OF WORK:

This project shall consist of the preliminary and final design, permitting, bidding services and construction related engineering services associated with the installation of a replacement well for North Kingstown Well No. 10. It is envisioned that this replacement well shall consist of a new well to be located on the existing site adjacent to the current Well No. 10. A survey plan for the site is available. This new well will require permitting through the Rhode Island Department of Health, Division of Drinking Quality (RIDOH) as a new public water supply. Permitting through RIDEM will also be necessary. It will be the engineer's responsibility to carry out all permitting and permitting support activities including the preparation of plans and permit applications associated with achieving all necessary approvals of regulatory agencies.

The selected firm will be responsible for evaluating potential well design scenarios for In kind replacement of Well #10 and based upon those findings, recommend a design plan that is both cost effective and capable of providing a flow rate consistent with the existing municipal wells serving this area (ideally 1500 gpm on a regular basis). Well design shall consider re-use of as much of the existing well infrastructure as is feasible. Evaluation shall include, but not be limited to, submersible pump and pitless adapter. The final selected well design should then include all infrastructure necessary to connect the new well to the Town's distribution system. The design shall also include the upgrade of the well station for the operation of the new well pump, decommissioning of the existing well and conversion of the existing chemical feed equipment to provide treatment to the source water from the new well. The existing flow meter shall also be reconfigured to accurately record flows from the new well.

The engineer shall prepare contract documents suitable for obtaining required permits from RIDOH and RIDEM and competitive cost proposals

from qualified contractors. The contract documents shall include, Contract Drawings, Technical Specifications, General and Special Conditions, Form of Construction Contract and Bidding Documents. Contract Documents shall be submitted to the Town at various development stages throughout the design process for review, approval and comment by the Town (at minimum 30%, 60% and 90%). Along with the development of contract documents the engineer shall also prepare a detailed construction cost estimate at each design stage to accompany the contract document submission.

The engineer will also assist the Town in project bidding activities. This shall include the identification of potential project bidders, preparing an agenda and attend a pre-bid conference, address bidder inquiries and issue addenda and clarifications, review contractor bids, check qualifications and prepare recommendation of award.

OPTIONAL PHASE II. CONSTRUCTION OVERSIGHT

During project construction the engineer shall assist the Town in administering the construction portion of the project. This shall include:

- Act as owner's representatives in the interpretation of the contract documents.
- General administration of the construction contract.
- Carry out site visits as required ensuring the quality of construction and progress of construction.
- Conduct and attend field meetings.
- Process field orders and clarifications on the work
- Review and recommend change orders associated with the work
- Review and approve/disapprove catalog cuts and shop drawings submitted by the contractor for compliance with Contract Plans and Specifications.
- Review and witness inspection and tests associated with construction.
- Review contractor's application for payment. Make recommendations for approval and certify for approval by the Town.
- Review as-built drawings prepared by the contractor. This includes review of O&M manuals and instructions, record drawings, final field review, etc.
- Witness startup and acceptance testing
- Assist in project closeout.
- Coordinate ongoing project administration between the Town and the project contractor.

The engineer shall also provide an experienced construction engineer to carry out part-time construction observation of contractor activities during key stages of the project, specifically those that can not be witnessed or inspected for completeness after the fact (i.e. buried utilities, installation of well and setting of pump, etc.).

A. QUALIFICATION STATEMENT AND PERFORMANCE DATA FORMS

The following forms must be filled out in its entirety. In addition, the authorization to check references must be completed.

PERFORMANCE DATA FORM

The undersigned certifies under oath that the information provided herein is true and sufficiently complete so as not to be misleading.

RESPONDENT: _____

Experience of the firm in like projects completed. Please provide a listing of at least three (3) references pertaining to like projects completed. If more space is required, please attach additional sheets.

Project/Description/Cost	Status/ When completed	Name/Address Of Owner	Name & Phone # of Contact at Owner

Listing of references pertaining to like projects currently in progress, which you feel will qualify you for this work. If more space is required, please attach additional sheets.

Project/Description/Cost	Status	Name/Address Of Owner	Name & Phone # of Contact at Owner

QUALIFICATION STATEMENT

The undersigned certifies under oath that the information provided herein is true and sufficiently complete so as not to be misleading.

1 RESPONDENT: _____
ADDRESS: _____

PHONE NO: _____

2 SUBMITTED TO: _____
ADDRESS: _____

3 NAME OF PROJECT: _____

4 ORGANIZATION:

4.1: The submitting company is a () Corporation () Individual
() Partnership () Joint Venture () Other _____

4.2: If your firm is a corporation, answer the following:

4.2.1: Date of Incorporation: _____

4.2.2: State of Incorporation: _____

4.2.3: President's Name: _____

4.2.4: Vice President's Name: _____

4.2.5: Secretary's Name: _____

4.2.6: Treasurer's Name: _____

4.3: If your firm is a partnership, answer the following:

4.3.1: Date of Organization: _____

4.3.2: Name of General Partners: _____

4.4: **If your firm is individually owned, answer the following:**

4.4.1: **Date of Organization:** _____

4.4.2: **Name of Owner:** _____

4.5: **How many years has your firm been in business and how many years of experience does your firm have with similar projects?**

5 EXPERIENCE:

5.1: **Claims and Law Suits:** (If the answer to any of the following questions is YES, please attach details.)

5.1.1: Has your firm ever failed to complete any work awarded to it? _____

5.1.2: Are there any judgments, claims, arbitration proceedings or suits against your firm, its principals or officers? _____

5.1.3: Has your firm filed any lawsuits or requested arbitration with regard to any contracts within the last five years?

5.2: **List the people that will be assigned to this project and indicate their specialties.**
Attach their

resumes and field experience. Identify their experience and relation to your firm.

Name:

Specialty:

_____	_____
_____	_____
_____	_____
_____	_____

SUBMITTED this _____ day of _____, 2014

NAME OF FIRM: _____

SIGNED BY: _____ TITLE: _____

PRINT NAME: _____

Subscribed and sworn to before me this _____ day of _____, 2014

_____ My commission expires _____

Notary Public

The undersigned hereby authorizes any person, firm or corporation to furnish information requested by the Town of North Kingstown, Rhode Island in verification of the recitals comprising this Statement of Qualifications and Performance Data form.

FIRM NAME: _____

BY: _____
(Signature)

NAME/TITLE: _____
(Please Print)

DATE: _____

TELEPHONE NO: _____

BIDDER QUALIFICATION STATEMENT

The bidder shall answer all questions set forth in the form below and attach same to the Proposal Form as required. Failure to answer these questions in full may be cause for rejection of the bidder's proposal. If more space is required, please attach additional sheets.

1. How many years has your organization been in business under your present name?_____
2. How many years experience in construction work of a similar type has your organization had?_____
3. List below the construction projects your organization has under way as of this date:

Contract Sum	Class of Work /%Complete	Name/Address of Owner	Name & Phone # of Contact at Owner

4. List below a minimum of three (3) projects which your firm, as a firm, has performed in the past few (5) years which you feel will qualify you for this work..

Contract Sum	Class of Work	Name/Address of Owner	Name & Phone # of Contact at Owner

5. Have you ever failed to complete any work awarded to you?

Yes No: If Yes, where and why?

6. Has any officer or partner of your organization ever been an officer or partner of some other organization that failed to complete a construction contract? Yes No: If Yes, state:

Name of Individual(s)	Name of Owner(s)	Reason(s)
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7. Has any officer or partner of your organization ever failed to complete a construction contract handled in his own name?
Yes No: If Yes, state:

Name of Individual(s)	Name of Owner(s)	Reason(s)
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The undersigned hereby authorizes and requests any firm, person or corporation to furnish any information requested by the Owner or Architect in verification of the matters contained in the Bidder Qualification Statement.

Dated_____, 2014

(Name of Bidder)

By:_____

Title:_____

AFFIDAVIT

QUALIFICATION STATEMENT

BID ISSUE: **RELATING TO PROFESSIONAL ENGINEERING CONSULTING
SERVICES FOR THE REPLACEMENT OF WELL #10
JANUARY 2014, NORTH KINGSTOWN, RHODE ISLAND**

STATE OF)
S.S.
COUNTY OF)

_____ being duly sworn and says that he/she is

_____ of _____

(Name of Organization)

and that the answers to the foregoing interrogatories and all statements therein contained
are true and correct.

Subscribed and sworn before me

This _____ day of _____, 2014

Notary Public, County of: _____

****End of Section****

Qualification Statement

THE FOLLOWING IS THE ONLY CONTRACT THAT WILL BE AGREED TO
BY THE TOWN OF NORTH KINGSTOWN AND THE SUCCESSFUL
ENGINEERING/CONSULTING FIRM

CONTRACT
CONTRACT FOR DESIGN SERVICES

AGREEMENT (To be signed at award of contract only)

Made as of the _____ day of _____ in the year of

BETWEEN the Owner: THE TOWN OF NORTH KINGSTOWN
 80 Boston Neck Road
 North Kingstown RI 02852-5762

And the Engineer/Consultant:
(Name and Address)

For the following Project:

A. The Owner and Engineer/Consultant agree to perform services as set forth in the "Request for Qualifications" for the above noted project, at an agreed upon amount of \$ _____.

OWNER

ENGINEER/CONSULTANT

(Signature)

(Signature)

(Printed Name and Title)

(Printed Name and Title)

NOTE: The Town's Request for Qualifications Proposal and vendor's response shall be affixed to and considered part of, this Contract.
Vendor's Response(s) as to pricing and task breakdown shall be affixed to and considered part of, this Contract. (ATTACHMENTS)

Any disclaimers to our minimum insurance requirements will not be considered, and the Town shall consider the vendor's proposal "non-responsive".

B. The undersigned herewith acknowledges the receipt of the following Addenda:

<u>Addendum No.</u>	<u>Description</u>
_____	_____
_____	_____
_____	_____

C. The undersigned hereby certifies that he/she is able to furnish labor that can work in harmony with all other elements of labor employed or to be employed on the work.

(Date)

(Print Name of General Bidder)

By: _____
(Signature of Principal)

(Print Name and Title of Principal)

(Business Address)

(City, State, Zip Code)

(Telephone Number)

(Corporation incorporated under the laws) Composed of
(_____) Officers,
(of the State of _____) Partners, of
(Partnership _____) Owner
(Individual _____) As Follows:

(President)

(Secretary)

(Vice President)

(Treasurer)

TERMINATION, SUSPENSION OR ABANDONMENT

This Agreement may be terminated by either party upon not less than thirty days' written notice should the other party fail substantially to perform in accordance with the terms of this Agreement through no fault of the party initiating the termination.

This Agreement may be terminated by the Owner upon not less than fourteen days' written notice to the Consultant in the event that the Project is permanently abandoned. If the project is abandoned by the Owner for more than 90 consecutive days, the Consultant may terminate this Agreement by giving written notice.

Failure of the Consultant to provide the required services in the defined time frame shall be considered substantial nonperformance and cause for termination.