



REQUEST FOR QUALIFICATIONS
For

***GENERAL ENGINEERING SERVICES
LANDFILL GAS SYSTEM CONSULTANT***
#19-750-RFQ-01

SUBMISSION DEADLINE
4:00PM November 01, 2018

**ALL QUESTIONS REGARDING RFQ PROCESS, SUBMISSION,
TECHNICAL SPECIFICATIONS**

Contact~

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Introduction

Iredell County is soliciting Statements of Qualifications from engineering firms (hereinafter "Firm") for providing general engineering services for the County's Solid Waste Management Facilities related to the Landfill Gas Collection System. Services shall primarily be general consultation. However, additional services may include preparation of reports, design, permitting, assistance with formal project bidding, and construction administration of system expansions. Iredell County reserves the right to reject any and all submittals.

The Iredell County Solid Waste Facility site is 315.872 acres and is located southeast of Statesville, on Twin Oaks Road. The Facility has an approved Permit 4903-MSWLF-1993, from the North Carolina Department of Environmental Quality (NCDEQ), Division of Solid Waste Management and a Title 5 Air Permit; #09959T00 from North Carolina Division of Air Quality (NCDAQ). These are very lengthy documents and are not being issued to prospective respondents. The complete documents are available for inspection by appointment only at the Iredell County Solid Waste Facility offices or from NCDEQ and NCDAQ. The Facility is owned and operated by Iredell County and consists of three landfill areas, including the Subtitle D Municipal Solid Waste (MSW) landfill, comprised of cells I – V, a closed Construction and Demolition (C&D) landfill and a closed pre-subtitle D landfill.

Purpose

The purpose of this Request for Qualifications (RFQ) is to secure engineering services of a Firm or Firms to provide technical assistance to Iredell County in managing and collecting Landfill Gas (LFG) within compliance of state and federal rules, laws, and appropriate regulations as well as maintaining compliance with landfill gas sale contract.

Questions

All questions related to this RFQ must be submitted in writing by email no later than 12:00 Noon, Thursday, October 25, 2018, and sent to the following. No contact is to be made with any county staff beyond submission of questions.

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Scope of Services

The Firm shall provide professional engineering services to meet (1) all requirements of the North Carolina Solid Waste Management Rules; (2) all requirements of North Carolina Division of Air Quality (3) Federal Environmental Protection Agency (4) any building code or building permit requirements; and (5) any other requirements imposed by law or ordinance

The Firm will provide professional engineering services and consultation in the areas of LFG operation, maintenance and management, along with design, project bidding, and construction administration of related projects. The firm will submit along with the RFQ, the name, address, and contact person to be associated with the project. The major items of work to be performed by FIRM will include, but not be limited to:

1. Provide experienced, qualified personnel to assist county staff in wellfield operation including balancing, troubleshooting and repairs on an as needed basis or in the absence of county staff

2. Review and interpret well field readings and make recommendations based upon findings
3. Perform technical testing and sampling of LFG, emissions, and submission of required reports to include Greenhouse Gas, Title V Air Quality Permit, Tier II testing and any additional services that may be required in future as related to New Source Performance Standards.
4. Assist county staff with monitoring instrument downloads into an approved database; preparation of graphs, maps and charts to interpret data.
5. Attend and assist county in meetings with energy producer.
6. Prepare engineer design for system expansions and upgrades.
7. Prepare the agenda and conduct the pre-bid conference and minutes thereof.
8. Attend bid openings, tabulate bids, analyze bids, and provide recommendation to the County concerning award of LFG construction contracts as requested by county.
9. Prepare the agenda and conduct preconstruction conference and subsequent progress meetings and minutes thereof on an as needed basis.
10. During construction process, the Firm will issue all instructions of the County per approval; hence, issue approval instructions to the contractor; prepare routine change orders as required, and act as interpreter of the requirements of the contract documents and judge of the performance thereunder by the parties thereto; and will make recommendations on all claims of the contractors) related to the execution and performance and progress of the work and all other matters and questions related thereto, for final decision by the County.
11. Based on the firm's on-site construction observations and inspections of the contractors) applications for payments and the accompanying data and schedules, the firm will determine the amount(s) owed the contractors) and submit to the County written payment requests for payment to the contractor(s).
12. The firm will conduct field inspections during the active construction phase of LFG project and conduct a final inspection to determine if the project has been completed in accordance with the contract documents and if each contractor has fulfilled all his/her obligations and provided to the County a Certification of Project Completion and Acceptance.
13. The firm will assist the County in obtaining all necessary approvals and permits from all governmental authorities having jurisdiction over the project, including construction, with the ultimate and final goal being the acquisition of the operation permit.

Qualification Statement Requirements

Statements of Qualifications shall be submitted on 8 1/2" X 11" recycled content paper, printed on both sides, loose-leaf side-bound (Stapled once, ring or clip binder), with Table of Contents and reference tabs for key sections. One original copy should be submitted and one copy of the original on a USB drive/DVD/CD. The engineering firm shall include in their qualifications:

- Firm Name, address, telephone number, fax number, e-mail address, and contact person(s)
- Year in which the firm was established and any former names under which the firm operated.
- Name and office location of all personnel who will be assigned to this project names of key personnel who would be available to work on this project.
- Resumes of project manager and design team members for this project professional affiliations and licenses of key personnel.
- Statement of qualifications of the firm and its key personnel who would work on this project including references.
- Understanding of the scope of work.

- Unique qualifications or work methodology.
- Current workload and percentage of availability.
- Quality control and assurance process.
- List of previous clients for work similar to this project. Include names and location of project, brief description and firm's key personnel's involvement, name of project manager and telephone number, date and value of project.
- Hourly billing rates charged by your firm for each position type.

Evaluation Criteria

The following criteria by which the packages will be evaluated include:

- Firm's understanding of county's objectives.
- Firm's approach to project of this nature. Firm's demonstration of ability to understand the specialized requirements.
- Firm's resources and capacity.
- Qualifications of principals to perform the work and the level of involvement in the project.
- Qualifications of project manager and staff assigned to the project
- Access and ability with LFG databases.
- Firms experience in North Carolina with similar projects of same size and scope
- References

Iredell County reserves the right to accept or reject any and all submittals and to award to the best qualified Firm at the sole discretion of the County Iredell County Government does not discriminate on the basis of race, color, sex, national origin, religion, age, or disability. All contractors or vendors who provide services, programs or goods for Iredell County are expected to fully comply with the County's nondiscrimination policy.