



REQUEST FOR QUALIFICATIONS

For

*ENGINEERING SERVICES
LANDFILL & TRANSFER STATION CONSULTANT
OPERATION, MAINTENANCE, TRAINING,
AND
RELATED GENERAL CONSULTATION*

RFQ #23-752-RFQ-01

SUBMISSION DEADLINE

4:00PM November 30, 2022

RFQ PROCESS & SUBMISSION

-Contact-

David Sifford

Purchase Agent & Contracts Manager

200 S. Center St. Box 788

Statesville, NC 28677

david.sifford@co.iredell.nc.us

TECHNICAL SPECIFICATIONS

-Contact-

Teddy Boller

Director of Solid Waste

354 Twin Oaks Road

Statesville, NC 28677

tboller@co.iredell.nc.us

Introduction

Iredell County is soliciting Statements of Engineering Qualifications from engineering firms (hereinafter "Firm") to provide Landfill and Transfer Station consultation. Services shall include solid waste operational analysis, volume calculations, operational and environmental compliance, general consultation, and other related services including operational training and operations management assistance for the County's Solid Waste Management Facilities.

The Iredell County Solid Waste Landfill Facility site is approximately 706.15 acres and is located southeast of Statesville on Twin Oaks Road. The Facility has an approved Permit 4903-MSWLF-1993 for the active Sub-title D landfill, a closed Construction and Demolition landfill (4903-CDLF-1993), and a closed MSW landfill (4901-MSWLF-1975). The landfill permits were issued by the North Carolina Department of Environmental Quality (NCDEQ), Division of Waste Management, Solid Waste Section. There is also a Title V Air Permit; #09959T00 from North Carolina Division of Air Quality (NCDAQ) associated with this site. 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 – VI, a closed Construction and Demolition (C&D) landfill and a closed pre-subtitle D landfill. The landfill site also has an active scale and tipping floor operation, public access area, equipment maintenance shop, White Goods Recovery Facility, and Household Hazardous Waste Facility.

The Mooresville Transfer Station is approximately 12.5 acres and is located in The Town of Mooresville on Macleod Drive. The facility has an approved Permit 4904T-Transfer-1998 for the active transfer station from the North Carolina Department of Environmental Quality (NCDEQ), Division of Waste Management Solid Waste Section. The facility is owned and operated by Iredell County and consists of scale and tipping floor operations and an active White Goods Recovery Facility. Iredell County also operates three Convenience Sites located in the northern, western, and central parts of Iredell County.

The permits listed above 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 office or from NCDEQ and NCDAQ.

Purpose

The purpose of this Request for Qualifications (RFQ) is to secure engineering services from an experienced Solid Waste Consulting Firm to provide landfill and transfer station consultation, volume calculations, operational and environmental compliance, general consultation, and other related services including operational training and operations management assistance, and health and safety in accordance to State and Federal rules, laws, and appropriate regulations.

Scope of Services

The Firm shall provide professional engineering services to meet (1) all requirements of North Carolina Division of Environmental Quality (2) Federal Environmental Protection Agency and (3) any other requirements imposed by law or ordinance.

The Firm will provide professional engineering services and consultation for the landfill and transfer station, in the areas of reporting, assessment, operational analysis, volume calculation, operational and environmental compliance, general consultation, and other related services including operational training and operations management assistance, and health and safety in accordance to State and Federal rules, laws, and appropriate regulations. The Firm will submit along with the RFQ, the names, address, and contact of key personnel to be associated with the project and experience qualifications specific to solid waste operations. The major items of work to be performed by the Firm will include, but not be limited to:

1. Provide experienced, qualified personnel to assist County staff in performing required tasks and reporting associated with landfills and transfer stations within prescribed timeframes.
2. Review and interpret regulations related to landfill and transfer station operations and prepare required reports as needed.
3. Assist County staff with operational analysis, volume calculations, operational and environmental compliance, communications with regulators, and general consultation as requested by the County including CQA for landfill and transfer station repairs and/or construction.
4. Attend and assist the County in meetings with State agencies, other engineering firms and contractors.
5. Provide operational training and operations management assistance to landfill and transfer station staff.
6. Conduct review of operations and make recommendations for basic operations including efficient transportation of waste materials, efficient fill methods in the landfill, and best practice as it relates to health and safety in accordance to State and Federal rules, laws, and appropriate regulations.

General Consulting Services

The County desires to receive general consulting services for solid waste operations. These activities would be performed on an as-needed basis and only with prior approval from Iredell County. Examples of such items may include:

1. On-site general operational consulting or permit compliance meetings, as requested
2. Review of special waste analytical data
3. Program planning and evaluation
4. Assistance with regulatory or legislative activities
5. Minor alternate source demonstrations
6. Assistance with stormwater compliance

Procedural Requirements

All proposals must provide the following information for review:

Please label each section of your response in the order below.

1. **Firm Location:** Firm name, address, telephone and fax numbers, email addresses, and contact person(s)
2. **Firm Experience:** Year in which the Firm was established and any former names under which the Firm operated. Brief description of the firm's experience with similar North Carolina projects over the past five years.
3. **Project Team Qualifications and Experience:** Name, office location, and resume of all Team Members for the Project; identify Project Engineer; list all outside consultants for the project;
4. **Firm Workload:** List of current projects with expected completion date and man-hour commitments relative to the capacity of the firm. List workload for staff that will be assigned to this project and their percentage of availability.
5. **Project Approach for Scope of Services**
List unique qualifications (including previous work with Iredell County) and how unique qualifications makes the firm more understanding and/or qualified to approach the scope of services, unique work techniques that may be used, and any applicable quality control and assurance processes.
6. **Firm References:** A list of at least three (3) references from similar projects with contact names, phone numbers, location, and a brief description of their project. Note key personnel's involvement and the value of the project.
7. **Firm Fee Schedule:** List of current fees to include published hourly rates and travel cost for the firm and methodology of setting fees. Fees will not be considered in the selection of the most qualified firm.

Evaluation Criteria

The above Procedural Requirements will have the below value in the Evaluation Criteria.

1. Firm Location – 10%
2. Firm Experience – 10%
3. Qualifications – 30%
4. Firm Workload – 10%
5. Project Approach – 30%
6. References – 10%

Project Timeline

The proposed key activities and milestone dates for the project include:

<u>Activity</u>	<u>Milestone Date</u>
RFQ Announced and Distributed	11/8/2022
Deadline for Respondent Questions	11/18/2022 12:00 PM
Proposal Submission Deadline	11/30/2021 4:00 PM
Firm interviews and site visits, if needed	TBD – December 2022
Recommendation to County Board of Commissioners for approval	TBD
Selected Firm Notification and Contract Negotiation	TBD

Submission of Proposal Packages

1. Qualifications Submittals shall include One (1) complete qualifications package in hardcopy, 8 1/2" x 11", side bound (or single stapled – left upper corner) with Table of Contents and reference tabs for key sections. Submittals shall not exceed sixteen (16) pages single-sided, or eight (8) pages double-sided (**Front/back covers, table of contents, tab pages and photographs are excluded from these page totals).
AND
2. One (1) electronic copy on USB Drive or DVD/CD (No SD Cards).

To be considered, submissions must be received at the following address no later than **4:00 PM Wednesday, November 30, 2022:**

If delivered in person or by FedEx/UPS:

Iredell County
Attn: David Sifford, Purchasing & Contracts Manager
200 South Center Street
Statesville, North Carolina, 28677

If by USPS:

Iredell County
Attn: David Sifford, Purchasing & Contracts Manager
PO Box 788
Statesville, North Carolina, 28687

General Conditions of the Request for Qualifications

- A. Any and all cost incurred by respondents in preparing or submitting a statement of qualifications for the project shall be the respondents' sole responsibility.
- B. All submissions, responses, inquiries or correspondence relating to this RFQ will become the property of Iredell County when received.

- C. Written questions regarding this Request for Qualifications will be accepted through **12:00 Noon, Friday, November 18, 2022** and must be submitted to the Iredell County Purchasing and Contracts Manager, David Sifford, david.sifford@co.iredell.nc.us. Questions received by the deadline date and time will be answered by addendum and sent to all known recipients and posted to Iredell County's online bid page at <http://www.co.iredell.nc.us/481/Current-Bids-RFPs>.

Contact with other County Staff during this RFQ process may be grounds for disqualifications

- D. Iredell County reserves the right to: accept or reject any and all submissions received in response to this Request for Qualifications; to cancel the RFQ process at any time; to request additional information or clarification of information provided in a response without changing the terms of the Request for Qualifications; to elect not to proceed with any of the respondents; to modify the scope of the work; to re-solicit RFQs; or choose not to award for any reason.

CONFIDENTIALITY OF DOCUMENTS

North Carolina General Statute Chapter 132, Public Records, governs the accessibility of records compiled by NC Governmental Entities. In general, all documents submitted in response to this Request for Qualifications are subject to public disclosure unless specifically excepted by North Carolina General Statute §132-1.2 and §66-152 which provide definitions and protection of certain documents and information from public disclosure that constitute a "trade secret", provided it meets the specific conditions as outlined in §132-1.2(1)a-d.

Iredell County will attempt to withhold from public disclosure, or redact documents or information, designated "confidential trade secret" that clearly meet the conditions of NC G.S. §132-1.2(1)a-d to the extent that it is entitled or required to do so by applicable law. Regardless, Iredell County shall not be held responsible for any information that is released nor shall Iredell County be held responsible for nor pay any penalty or expense in relation to information so released.

Any submission marked "confidential" or "trade secret" in its entirety may be rejected at the sole discretion of Iredell County.

Selection Process

The proposals received by the submittal deadline will be evaluated by a selection committee comprised of representatives of Iredell County.

The committee will review and identify the firm or firms that are most qualified and responsive to the services requested. Interviews may be requested with the top firms for further assessment. The successful vendor will be notified once an award/contract has been approved by the County Manager and/or the Iredell County Board of Commissioners.

Iredell County reserves the right to accept or reject any and all submittals and to award to the best qualified Firm or Firms 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. Any contractors or vendors who provide services, programs or goods for Iredell County are expected to fully comply with the County's non-discrimination policy.