

Request for Qualifications
Town of Rosman
Highway 64 Water/Sanitary Sewer Project
Engineering Services

I. Introduction

The Town of Rosman is soliciting qualification statements for On-Call engineering contract services related to the Town's award of State NC DEQ Funding. The proposed project generally consists of a multi-phase potable water system project, to include new wells, water storage tanks, watermain extensions and pumping and treatment works.

Sanitary Sewer System projects to include collection piping, pumping systems, treatment works and residuals handling.

Statement of Qualifications must be submitted by 4:00 PM on Friday, February 2nd, 2024 to:

Brian Shelton, Mayor
Town of Rosman
P.O. Box 636
6 Main Street
Rosman, NC 28772

The Town of Rosman reserves the right to reject any and all submittals.

II. Project Scope Requirements

The selected firm will be required to:

1. Meet with key stakeholders to review aspects of the project.
2. Develop plan and schedule that will address stakeholder priorities.
3. Produce plans and specs for the water and sanitary sewer construction.
4. Secure all necessary permits for construction.
5. Assist with bid advertisement, receiving bids and construction contracting process.
6. Assist with construction observation and contract administration.
7. Coordinate with all funding sources.

III. Selection Process

The deadline for receipt of the Statement of Qualifications is 4:00PM on Friday, February 2nd, 2024.

The Town of Rosman will review all submitted qualification packages that adhere to the requirements contained in this document. The criteria by which the packages will be evaluated include:

1. Firm's knowledge and demonstrated experience with water/sanitary sewer system design planning.
2. Firm's experience working with NC DEQ grant programs.
3. Firm's approach to projects of this nature.

The Town reserves the right to choose a single firm or to select a short list of firms for further interviews.

IV. Contents of Qualification Statements

Qualification statements shall include:

1. Firm name, address, telephone number, fax number, e-mail address and contact person(s).
2. Names and office location of all personnel who will be assigned to this project.
3. Resumes of Project Manager and team members for this project and licenses of key personnel.
4. List of prior similar projects, or projects of a similar nature, including a brief description of project, contact names, phone numbers, and email addresses.
5. Description of the process you would follow to fulfill the projects requirements.

Questions regarding this Request for Qualifications should be submitted in writing to Brian Shelton, Rosman Mayor, at rosmantown@comporium.net