

HYDE COUNTY, NORTH CAROLINA

SWAN QUARTER Flood Control Project

Hyde County RFP # 373-2021-001

2nd Posting - Original was RFP # 373-2020-006

INSTRUCTIONS TO PROPOSERS

CONSULTING ENGINEERING SERVICES

ENGINEERING ACTIVITIES

Activity consists of:

Engineering Services to provide a set of engineered Plans and Specifications for the installation of a pump on the Town Ditch in Swan Quarter

PROPOSAL INSTRUCTIONS

Proposals must be submitted by 9:00 AM, February 1, 2021.

Indicate **“Swan Quarter Flood Control Project, Engineering Services Proposal”** on the envelope.

Submit two (2) copies of proposal to:

Daniel Brinn

Flood Control Coordinator

30 Oyster Creek Road

Swan Quarter, NC 27885

SELECTION PROCEDURE FOR CONSULTING ENGINEER

Based upon competitive negotiations, Hyde County will select one consulting engineering firm. Proposals will be solicited from all firms who wish to be considered for this project. Proposals submitted by the deadline established in the Instructions to Proposers will be reviewed and evaluated by Hyde County representatives in accordance with the following selection criteria:

1. Firm's experience in coastal structural engineering, and specifically in Hazard Mitigation Assistance and Drainage projects; (25%)
2. Coastal structural engineering and Hydrology intensive project engineering qualifications and competence of key personnel assigned to the project; (25%)
3. Capability of the firm to perform the desired services within an acceptable time frame and within financial constraints; (30%)
4. Hourly rates of personnel assigned to the project. (20%)

Hyde County will select the firm (ranked in order of qualifications) best qualified to perform the engineering services detailed in these instructions.

Hyde County will attempt to negotiate a fee with the number one ranked firm. If a mutually satisfactory fee is negotiated by the parties, it will be approved. If efforts to negotiate a fair and reasonable fee are unsuccessful with the number one ranked firm, negotiations will cease with that firm and begin with the second ranked firm. If Hyde County is unable to negotiate a satisfactory agreement with either of the firms, the county will select additional firms in order of their competence and qualifications and continue negotiations until a satisfactory agreement has been reached and approved by Hyde County.

CONTENTS OF PROPOSALS

Please provide the following information in the proposal for engineering services:

1. Name of firm
2. Location of offices
3. List of references
4. Coastal structural engineering experience of firm, including hydrologic design and experience with other drainage infrastructure experience
5. Names and qualifications, including structural and hydrologic/drainage engineering experience, of all personnel who will work on the project, including resident inspector.
6. Hourly rates for personnel to be utilized on the project. Include a table outlining the percentage of total work to be assigned to each pay classification of project team members.

SCOPE OF ENGINEER'S SERVICES

The Professional Engineer(s) shall work with the Grant Administrator and the Hyde County Flood Control Coordinator to assist in the implementation and completion of the project. The selected firm will need to provide the following in accordance with program requirements:

Analysis of the Town Ditch Watershed including acres and Land use to determine optimal removal Rates and Pump sizing

Analysis of the condition of the Town Ditch including existing culverts to determine flow rates and guide pump sizing.

Design work including construction plans and specifications for the pump, pump supporting structure, intake stabilization, discharge, utilities/power, and all other necessary elements for the installation of a functioning drainage pump. These documents should be sufficient to apply for a CAMA Major Permit and also put the project out for construction bid.

Concurrence from the Natural Resources Conservation Service accepting that the proposed discharge through the existing Swan Quarter Dike (Vinyl Sheet Wall) is acceptable and stable.

All Deliverables will need to be submitted by June 15th, 2021

