

November 7, 2024

Notice of request for qualifications (RFQ) statements from electrical engineering firms interested in providing engineering and design services for the design, procurement, and construction of a 100/12.47 KV, 20/27/33 MVA electrical substation.

BACKGROUND

The Town of Landis owns and operates an electric distribution system. The Town's electric system consists of approximately 3,300 customers, with a peak loading of 13 MW, one substation with delivery points at two voltages, with a third planned supplying power to over 55 miles of line. Services will include, but not be limited to, engineering survey and design, obtaining necessary permits and approvals, bidding, construction administration and construction observation services, and easement preparation/platting services, if required.

PROJECT SCOPE

The Town of Landis is hereby inviting RFQ's from qualified Electrical Engineering Consultants, with proven experience and expertise, to provide Professional Engineering Services in support of all aspects of design, procurement of equipment, grading and site preparation, construction, construction oversight, testing, energization, placing in service, and other related tasks associated with a new substation.

SUBMITTAL REQUIREMENTS

Firms should have no contact related to this RFQ with elected or appointed officials during the selection process. Public Works Director, Blake Abernathy, is available for questions about the project scope. Other contacts with Town Staff members regarding this RFQ will subject the firm to immediate disqualification for consideration of services. An internal committee will screen all submitted RFQ's and select the most qualified applicant and enter into contractual agreements.

Qualification Statements should clearly and concisely address the following:

- Firm name and location of office where work will be performed. Please include a summary of available personnel at the office where work will be performed.
- Brief overview and history of the firm.
- Experience in engineering, planning, design, and construction management of local government electric utility infrastructure projects including but not limited to substation design, procurement and construction; up to 115KV transmission line siting, design, procurement and construction; distribution voltage design and construction; renewable energy interconnection project analysis and design.
- Experience in planning, design, and construction of publicly funded governmental projects in North Carolina.

- Experience in selection and development of unimproved land for delivery station, substation, generation and energy storage projects.
- Experience and knowledge of all pertinent local regulations and codes.
- Qualifications and experience detail for key personnel that will be directly assigned to Town projects. Qualifications and experience detail for the personnel that will act as back-up in the event the directly assigned personnel are unavailable. Provide detail of availability of the key personnel that will be directly assigned to Town projects.
- The extent of engineering and/or design work that may be sub-contracted to other engineering firms. Provide the name, location and discipline of each possible sub-contracted consultant.
- Provide historical data on at least five major substation projects completed over the past five years within the Carolinas region, showing project scope and schedule performance. Provide client references for the projects. Include name, address, telephone number and contact person most involved with the project and person with your firm that participated in the design of that project.
- Document any history of litigation associated with the firm or individual members of the firm and proposed sub-consultant(s) regarding project performance and/or professional liability. Litigation includes pre-suit dispute resolution, and all matters settled out of court.
- An hourly rate schedule for the employees proposed for this project.

The submission should be limited to 25 pages on 8-1/2" paper and single-spaced. Fold out pages are not allowed. Front and back covers and transmittal letter are not considered a part of the 25-page submittal. Submissions exceeding the 25-page limitation will not be considered. Five (5) copies of the statement of qualifications along with a PDF copy are due no later than 3:00 p.m. on Thursday, November 21, 2024. No statement of qualifications will be accepted after this time. The mailing address is:

Town of Landis
Attn: Blake Abernathy
312 South Main Street
Landis, NC 28088

SELECTION CRITERIA

The considerations below, with their weighted scores, will be utilized for selection of the firm. Selection will be made by an internal Town panel after thorough review of submitted documents.

1. The firm's recent experience, knowledge, and familiarity in the engineering and design of electric infrastructure projects, with emphasis on work performed in a local government setting within the Carolinas region. 35%
2. The successful qualifications and experience of the directly assigned key personnel. With emphasis on the ability to work across multiple platforms including; engineering analysis, design of electric facilities, system studies, long range work plans, construction plans and specifications, electrical transmission, distribution, and substations design, generation systems, SCADA systems, process improvements, upgrades, energy consumption analysis, arc flash studies, relay and post fault analysis, and other electrical review as required. 30%
3. The firm's ability to provide the Town with a completed substation by May, 2027. 20%
4. The firm must demonstrate a high ethical and professional standing and must have performed satisfactorily on any previous contracts with the Town of Landis, if applicable, including a positive client relationship, commitment to the project budget and sufficient supervision of the construction project. 15%

The Town of Landis will negotiate a contract with the top-rated firm following selection. If a contract cannot be successfully negotiated with the top-rated firm, the Town will proceed to the second-rated firm. Firms not selected for interviews will be notified. Questions concerning the scope of this project should be directed to Blake Abernathy, Public Works Director, 704-910-7678. The Town reserves the right to reject any and all statements of interest.

Firms interested in being considered for this work should submit their qualifications *electronically* to:

Maddalyn Shuffler, Deputy Town Clerk, Landis, NC
townclerk@townoflandisnc.gov

For consideration, a response to this request for proposal must be submitted by 2:00 PM on November 21, 2024.

RFQ Schedule:

Provided below is the anticipated schedule of events. The Town reserves the right to adjust the schedule and to add/remove specific events to meet the unique needs of this project.

11/7/2024 RFQ Released/Advertised

11/14/2024 Last day to submit written requests for information/clarification

11/21/2024 Submissions due by 2:00 p.m., evaluation of qualifications begins

12/09/2024 Recommendation of Award (Pending successful negotiations)

If the Consultant wishes to submit additional information in support of or to strengthen the SOQ, such information may be submitted separately in Appendices. **SOQs must be limited to no more than 15 numbered pages, excluding the cover page, cover letter, and resumes.**

The Town of Landis reserves the right to select the firm that best meets its needs and negotiate a final Scope of Work that reflects the work to be done within the time and budget constraints. Based upon the number of proposals received, the Town may subsequently request oral presentations as a part of the selection process. All firms submitting a proposal will receive notification once the contract has been awarded.