



REQUEST FOR QUALIFICATIONS

For

ENGINEERING SERVICES

East Richland County Public Service District

General Wastewater Utility Engineering Services

Richland County

October 2, 2024

PURPOSE

The purpose of this Request for Qualifications (RFQ) is to solicit statements of qualifications from qualified engineering firms for professional engineering and related services for general engineering activities associated with the operation of a wastewater utility managed by the East Richland County Public Service District (District). The District will evaluate and rank the responses to the RFQ and may issue a Request for Proposals (RFP) to the short-listed firms for given projects as the need arises.

BACKGROUND

The District owns, operates and maintains a wastewater collection, transmission, treatment and disposal system within a defined service area generally located in a subset of northeast Richland County. The service area, having approximately 19,700 customers, is approximately 35 square miles and is largely residential with supporting commercial businesses and one industry. The District maintains a collection system comprised of 18 pump stations and about 350 miles of pipeline ranging from 2-inch to dual 30/36-inch force mains, and 6-inch to 64-inch gravity lines. The District also owns a 16 MGD conventional, secondary wastewater treatment facility with nutrient removal discharging to the Congaree River (NPDES SC0038865). Biosolids are disposed of by landfill and/or off-site composting.

The District has approximately 48 employees in three departments (Administrative, Collections/Maintenance, and Treatment). It is governed by a 5-member Board of Commissioners. Its annual operating budget is approximately \$14.2 million. The District maintains a Capital Improvements Program which identifies projects for capital asset renewal and replacement in order for the District to continue to provide reliable service at a reasonable cost. The District's FY 2025 Capital Improvement budget is approximately \$25M.

The District is requesting Statements of Qualifications to address various engineering services that might pertain to the above facilities. This will update the District's files and provide for selection of firms that may be short-listed for potential future projects.

SUBMISSION OF STATEMENT OF QUALIFICATIONS

Engineering firms are invited to submit a concise electronic copy of a Statement of Qualifications (SOQ) to the District for **General Wastewater Utility Engineering Services** no later than **4:00 PM** on **October 25, 2024**. Large files may require a link or other transfer mechanism for submission. In addition, mail three (3) hard copies of the SOQ to the below address within the next three (3) business days. The District will not be responsible for submissions that are not successfully

**Request for Qualifications
Engineering Services
General Wastewater Utility Engineering**

transferred. No submittal preparation expense will be paid by the District in response to this solicitation.

SOQs should be submitted to:

Ray Peterson, PE, District Engineer
East Richland County Public Service District
Email: procurement@ercpsd.net and mail (include digital file) to 704 Ross Rd, Columbia, SC 29223

SCOPE OF SERVICES

The general scope of services for the engineering firm(s) may include but not be limited to studies, evaluations, GIS/field surveys, geotechnical surveys, maintenance/process/GIS software, preliminary engineering, detailed design, permitting, property acquisition (if necessary), bidding administration, construction observation, construction contract administration, SCDES Delegated Review Program assistance, standards updates, and State Revolving Fund/Rural Infrastructure/USEPA administration services for wastewater projects.

TYPICAL PROJECTS CONDUCTED BY OR SERVICES REQUESTED BY THE DISTRICT BUT NOT LIMITED TO – STUDIES/REPORTS, DESIGN, CONSTRUCTION, CONSTRUCTION ADMINISTRATION/OBSERVATION OF:

Pump Stations – New and Rehabilitation, submersible and above ground

Collection System - New and Rehabilitation – CIPP lining, manhole repairs, pipe bursting, point repairs, pipe laying, pigging, CCTV, laterals, PACP/MACP analyses, Infiltration/Inflow studies & repair

Wastewater Treatment Facilities – Expansion and upgrades, SCADA, biosolids disposal & beneficial reuse, NPDES permitting, industrial pretreatment, Emerging Contaminants reduction

EVALUATION

The SOQs will be evaluated and ranked based on the following qualifications of the engineering firms as they are generally related to the above activities:

1. Brief overview of the engineering firm’s organization, including the primary office from which work will be provided.
2. Documentation supporting the qualifications of the staff to complete the purpose and scope for wastewater projects, including experience with the regulatory and permitting

**Request for Qualifications
Engineering Services
General Wastewater Utility Engineering**

agencies in South Carolina. Show an organizational chart of the key staff used for potential projects.

3. Demonstration of the availability of the key staff, within the next six (6) to twelve (12) months, identified for various projects once a contract has been awarded.
4. Indication of experience on wastewater projects over the past five (5) years. Specifics should be given for the successful performance on at least five (5) of these projects with references.
5. Provide a list of standard billable labor, services, materials rates.
6. For requests for general wastewater engineering services qualifications, Statements will remain on file for a period of approximately three years and may be ranked for overall needs of the District. Qualified engineering firms may submit updated Qualification Statements for the District's consideration at any time. For a specific project, Statements on file will be reviewed and ranked according to the specific project identified. Top firms, ranked for a given project may be short-listed and invited to submit proposals for that project. For specific scopes of work the District reserves the right to solicit proposals from firms in addition to those submitting qualification statements. Submitting a Statement of Qualifications does not guarantee an invitation or award of contract.

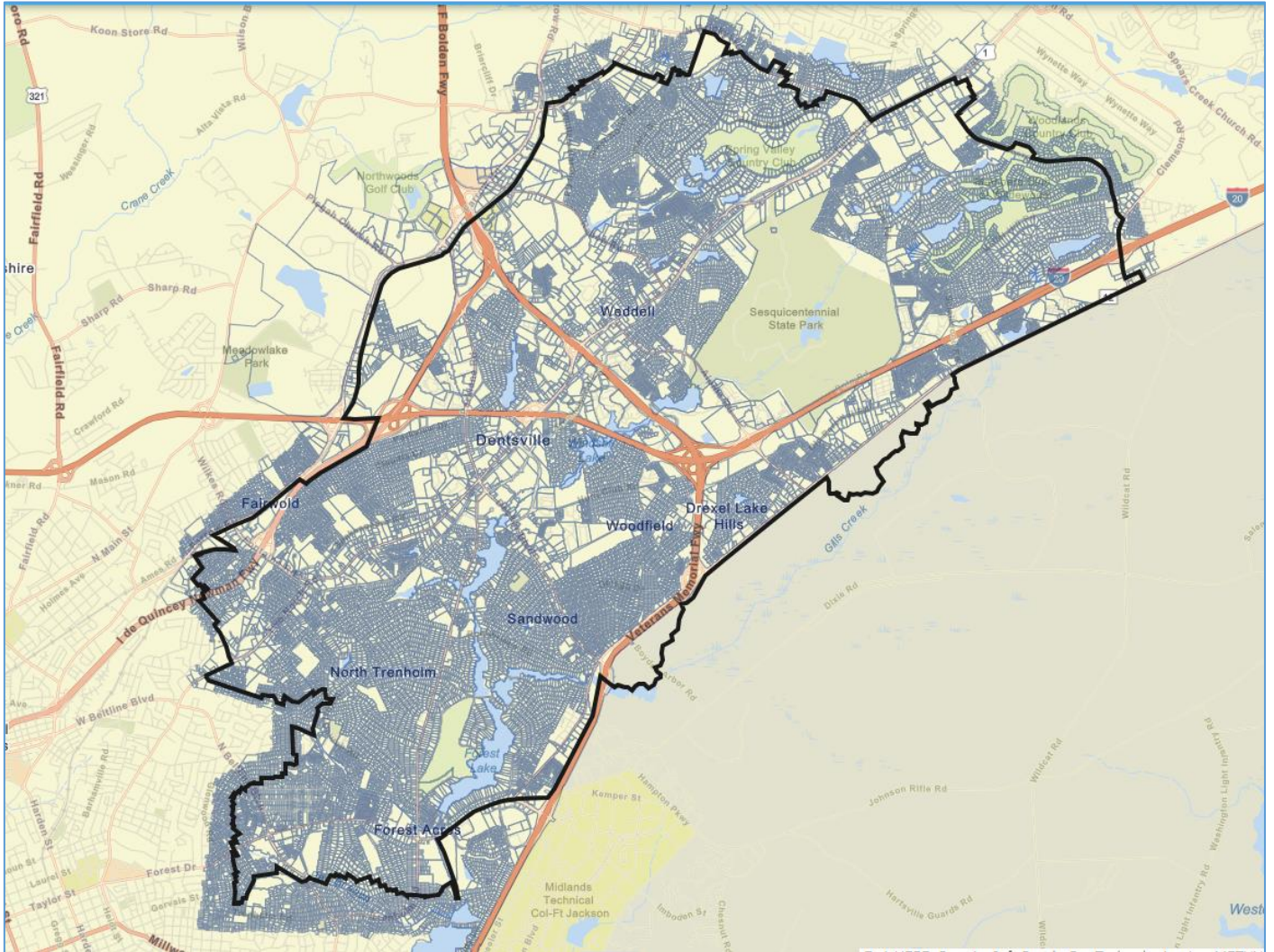
INQUIRIES

Inquiries regarding this RFQ should be directed to Ray Peterson, District Engineer, at rpeterson@ercpsd.net. The deadline for inquiries will be **October 18, 2024 at 4:00 PM**. No other employee of the District should be contacted regarding this RFQ. A copy of the RFQ may be found on the District website: <https://www.ercpsd.net/Projects> .

The District reserves the right to reject any and all Statements of Qualifications and to waive any informalities in any SOQ or proposals received.

EAST RICHLAND COUNTY PUBLIC SERVICE DISTRICT

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ERSCPSD Service Area