

**Request for Qualifications (RFQ) 16-1003 - Corrected**  
**Catawba County, Newton, NC**  
**Observation Deck Replacement at Riverbend Park**  
**Engineering Services**

**November 11, 2015**

**I. Introduction**

Catawba County is soliciting a qualifications statement from engineering firms (hereinafter "Firm") for contract services related to the preparation of design drawings, specifications for an informal construction bid, bid recommendation, obtain necessary permitting and construction administration to replace an observation deck that was destroyed during flooding earlier this year. Catawba County reserves the right to reject any and all submittals.

Statement of qualifications shall be submitted to Debbie Anderson, Purchasing Agent (828-465-8224) Catawba County, PO Box 389, 100A South West Blvd., Newton, NC 28658, no later than 2:00 P.M., November 30, 2015. One original printed on recycled content paper, printed on both sides and one copy scanned on a CD or flash drive shall be submitted.

Firms shall include a statement of qualifications of both the firm and person(s) directly responsible for the work, including a list of similar projects completed by the Firm and by said responsible person(s).

The selected Firm should be prepared to have this project ready for submission for all applicable permits and authorizations within **90 calendar days** of being given a notice to proceed by the County.

**II. Purpose**

The purpose of this Request for Qualifications (RFQ) is to secure engineering services of a person or persons to provide technical assistance to Catawba County in compliance with State and Federal rules, laws, and regulations.

**II. Project**

The site is located about 1/3 of a mile downstream from the tailrace of Oxford Dam and significant hydraulic factors should be considered when the dam is operating during flood conditions.

The original deck was a basic wood construction design and only survived two major floods and one minor flood. The County would like to explore a concrete observation platform similar to Duke Energy concrete observation platforms in

dam tailrace areas; the platform needs to be designed to withstand flood conditions unique to our site. The site for the observation deck is in the tailrace zone of a hydroelectric dam that regulates all flood control for upper Catawba River Basin.

**The selected firm shall be required to provide a construction cost estimate no later than January 13, 2016 for grant application purposes.**

**III. Selection Process**

The deadline for receipt of qualifications statement is 2:00 p.m., November 30, 2015. The criteria by which the packages will be evaluated include:

1. Firm's understanding of project objectives.
2. Firm's approach to a project of this nature.
3. Firm's resources and capacity.
4. Qualifications of principals to perform the work and the level of involvement in the project.
5. Qualifications of project manager and staff assigned to the project.
6. Firm's knowledge and demonstrated experience with water line construction.
7. Schedule for completion of tasks.

**IV. Contents of Qualification Statements**

Qualifications shall be submitted on 8 ½" x 11" recycled content paper, printed on both sides, side bound with Table of Contents and reference tabs for key sections. One bound copy should be submitted and one copy scanned on a CD or a flash drive.

Qualification Statement shall include:

- Firm name, address, telephone number, fax number, e-mail address, and contact person(s).
- Year in which the firm was established and any former names under which the firm operated.

- Name and office location of all personnel who will be assigned to this project. Names of key personnel who would be available to work on this project.
- Résumés of project manager and design team members for this project. Professional affiliations and licenses of key personnel.
- Statement of the qualifications of the Firm and its key personnel who would work on this project with particular regard to the evaluation criteria listed above under "Selection Process".
- Understanding of the scope of work.
- Unique qualifications or work methodology.
- Track record of bringing in projects on time and within budget.
- Describe the Firm's approach to and/or method of cost control and project scheduling
  - (1) Current workload and percentage of availability
  - (2) Quality control and assurance process
- List of previous clients for work similar to this project, Include name and location of project, brief description and Firm's and key personnel's involvement, name of project manager and telephone number, date and value of the project.
- Tentative plan and time frame for approaching the project.
- Hourly billing rates charged by your Firm for each position type.

Statement of Qualifications shall be shipped or delivered no later than 2:00 p.m. November 30, 2015 to:

Debbie Anderson, Purchasing Manager  
 Catawba County  
 PO Box 389 (mailing address)  
 100A South West Blvd. (physical address)  
 Newton, NC 28658

Questions regarding this Request for Qualifications should be directed in writing to Debbie Anderson, Purchasing Manager at [danderson@catawbacountync.gov](mailto:danderson@catawbacountync.gov).

Any addenda will be posted on the County's website at [www.catawbacountync.gov](http://www.catawbacountync.gov).

To set up a site visit contact Blair Rayfield, Jr., Parks Division Manager at 828-312-4803 or [blair@catawbacountync.gov](mailto:blair@catawbacountync.gov). Riverbend Park is open Thursday through Tuesday from 9 a.m. to 5 p.m. The park is closed on Wednesday.