

**REQUEST FOR ARCHITECTURAL/ENGINEERING SERVICES
WATER TREATMENT PLANT LABORATORY UPGRADES PROJECT
GREENVILLE UTILITIES COMMISSION
GREENVILLE, NC**

Comprehensive architectural/engineering services are requested for the preparation of architectural/engineering documentation and the design and preparation of plans and specifications for the purpose of bidding and constructing laboratory upgrades and improvements for the Greenville Utilities Commission (GUC).

The GUC Water Treatment Plant (WTP) Laboratory was constructed along with the original Water Treatment Plant in 1983. No significant updates or infrastructure improvements have been made to the laboratory since it was placed in service 40 years ago. Original countertops and cabinets are still in use and other areas in the lab have been repurposed to accommodate current needs over the years. Since 1983, technological advances have required the acquisition of more sophisticated laboratory equipment that have outpaced the aging electrical system in the laboratory. Additionally, as the GUC water system and WTP have grown, so has the laboratory staff. The original layout of the laboratory is no longer conducive to personnel for the amount and types of analyses being performed. HVAC, lighting, chemical vent hoods and storage are additional issues in need of updates and improvements. Scope of services for this project include design of proposed improvements and preparation of technical specifications, bidding phase services, and construction administration and observation.

The estimated start date for services on this project is April 2024 and the estimated completion date for construction is December 2025. Those firms which meet the requirements described in this announcement and wish to be considered must submit either one (1) Digital (PDF) copy or six (6) paper copies of Standard Form (SF) 330, Parts I & II. Include an SF 330 Part II for each consultant listed in Block C of the firm's submittal.

Consultant evaluation criteria will include: (1) Recent specialized experience in architectural design and mechanical, electrical, and plumbing design and construction. Do not list more than a total of five (5) projects in Section F. Indicate which staff and consultants from the proposed team participated in the design of each project in Section G. (2) Professional qualifications of the staff to be assigned to this project. (3) Capacity of the firm to accomplish the work within the required timeframe. Indicate in Section H the workload and availability of the project team, including any consultants, for the specified contract performance period. List work currently being performed for Federal, State, and Local government agencies. (4) Past performance on contracts with government agencies and private industry in terms of cost control, quality of work, and compliance with performance schedules. Indicate by briefly describing in Section H, internal quality assurance/quality control procedures and cost control procedures and indicate effectiveness by listing final A/E estimate, construction award amount and percentage differential, and construction change orders for up to five recent projects. List recent awards, commendations and other performance valuations (do not submit copies). Additional information requested of applying firms: Discuss why, based on the selection criteria, the firm is especially qualified to perform this project; for firms applying with multiple offices, indicate the office which completed each of the projects listed in Section F and list which office is under contract for any contracts currently being performed; use Section H to provide any additional information desired.

It is requested that interested firms list prior names the firm has used in the past three years, including the parent company, branch offices, affiliates, and subsidiaries. Responders are advised that the Greenville Utilities Commission has a two percent participation goal for MBE/WBE firms for professional services. Submittals are limited to a total of 25 pages, including cover letter and any extraneous materials. The submittal package is to be received in the office of Tyler Haislip, Water Resources Engineer, Greenville Utilities Commission, PO Box 1847 Greenville, NC 27835-1847, no later than **4:00 PM on March 7, 2024**. Shipping Address: 701 Utility Way Greenville N.C. 27834

Inquiries concerning this request should be directed to Tyler Haislip, Water Resources Engineer, at (252) 551-1494 or haislitj@guc.com.