

The Town of Pulaski, the Town of Dublin, and Pulaski County (collectively, hereinafter referred to as “Owner”) are seeking proposals from qualified engineering firms to provide comprehensive professional engineering services to evaluate and develop a rehabilitation plan for approximately 10,000 linear feet of 24-inch sanitary sewer interceptor piping and approximately 60 sanitary sewer manholes. It is anticipated that one firm will be selected to provide the services requested using the competitive negotiation procedure for professional services, as outlined in the Virginia Public Procurement Act. The contract will generally include, but shall not be limited to, funding procurement assistance, funding application assistance, preliminary engineering, civil/environmental engineering, permitting, easement acquisition assistance, metallurgical and laboratory testing, design, bidding, and construction phase services necessary to rehabilitate the sanitary sewer manholes and interceptor piping that have been identified by the Owner for this project.

Proposals are due no later than 2:00pm, March 21st 2025. Any proposals received after this deadline may be returned to the offeror unopened. The Owner reserves the right to reject any and all proposals.

There will then be a mandatory interview panel for all proposal submittals that will be scheduled individually the following week.

Disadvantaged Business Enterprises (small or minority and/or women owned firms) are encouraged to submit proposals. MBE/WBE firms are encouraged to submit proposals.

The Owner is an equal opportunity/affirmative action employer and will not discriminate on the basis of race, creed, color, national origin, age, or handicap. The Engineer must certify that they do not, or will not, maintain or provide for their employees any facilities that are segregated on the basis of race, color, creed, or national origin; that they will not discriminate against any employee or applicant for employment because of race, religion, sex, or national origin, except where religion, sex, or national origin is a bona fide occupational qualification reasonably necessary to the normal operation of the Engineer. The Owner does not discriminate against faith-based organizations. The Engineer shall comply with the President’s Executive Order #11246 prohibiting discrimination in employment regarding race, color, creed, sex, or national origin; the President’s Executive Orders #12138 and #11625 regarding utilization of MBE/WBE firms; and the Civil Rights Act of 1964. Inquiries and requests for proposal packets should be addressed to:

Austin Painter
Project Engineer
Town of Pulaski
42 First Street N.W.
Pulaski, VA 24301
PO Box: 660
Work Phone: (540) 824 - 5601
Office Phone: (540) 994 – 8656
apainter@pulaskitown.org

REQUEST FOR PROPOSALS

The Town of Pulaski, the Town of Dublin, and Pulaski County (collectively, hereinafter referred to as "Owner") are seeking proposals from qualified engineering firms to provide comprehensive professional engineering services to evaluate and develop a rehabilitation plan for approximately 10,000 linear feet of 24-inch sanitary sewer interceptor piping and approximately 60 sanitary sewer manholes. It is anticipated that one firm will be selected to provide the services requested using the competitive negotiation procedure for professional services, as outlined in the Virginia Public Procurement Act. The contract will generally include, but shall not be limited to, funding procurement assistance, funding application assistance, preliminary engineering, civil/environmental engineering, permitting, easement acquisition assistance, metallurgical and laboratory testing, design, bidding, and construction phase services necessary to rehabilitate the sanitary sewer manholes and interceptor piping that have been identified by the Owner for this project.

Proposals are due no later than 2:00pm, March 21st 2025. Any proposals received after this deadline may be returned to the offeror unopened. The Owner reserves the right to reject any and all proposals.

There will then be a mandatory interview panel for all proposal submittals that will be scheduled individually the following week.

Disadvantaged Business Enterprises (small or minority and/or women owned firms) are encouraged to submit proposals. MBE/WBE firms are encouraged to submit proposals.

The Owner is an equal opportunity/affirmative action employer and will not discriminate on the basis of race, creed, color, national origin, age, or handicap. The Engineer must certify that they do not, or will not, maintain or provide for their employees any facilities that are segregated on the basis of race, color, creed, or national origin; that they will not discriminate against any employee or applicant for employment because of race, religion, sex, or national origin, except where religion, sex, or national origin is a bona fide occupational qualification reasonably necessary to the normal operation of the Engineer. The Owner does not discriminate against faith-based organizations.

The Engineer shall comply with the President's Executive Order #11246 prohibiting discrimination in employment regarding race, color, creed, sex, or national origin; the President's Executive Orders #12138 and #11625 regarding utilization of MBE/WBE firms; and the Civil Rights Act of 1964.

Scope of Services:

The Owner is requesting comprehensive engineering services to support the rehabilitation of approximately 10,000 linear feet of 24-inch sanitary sewer interceptor pipe and approximately 60 sanitary sewer manholes. The scope of services includes but is not limited to the following:

- Development of a Preliminary Engineering Report
- Assistance with procurement of project funding

- Sanitary sewer manhole and interceptor pipe evaluation per MACP and PACP guidelines
- Permitting
- Laboratory testing
- Surveying
- Development of rehabilitation / replacement bidding documents
- Bidding and construction phase services
- Funding program management assistance

Proposal Contents:

The respondent's proposal for professional services must include the following:

1. Each proposal shall be transmitted along with a cover letter of not more than two pages.
2. Name, address and telephone of contact person.
3. Engineer's Virginia State Registration Number and classification.
4. Table of Contents
5. Statement of understanding of the scope of services presented in this RFP and the role of your firm in accomplishing the scope of services.
6. Clearly identify services being offered by your firm and any sub-consultants to be utilized.
7. Document previous work experience with any sub-consultants to be used.
8. A description of relevant projects in which the firm has participated during the past three (3) years with a description of the firm's responsibilities in the project, description of the relevant project details, and references who may be contacted.
9. Qualifications of members of the firm who will be performing work.
10. Executed copy of "Engineer's and Architect's Policy of Nondiscrimination", which is included in this RFP.
11. Executed copy of "Drug Free Workplace Maintenance by Contractor", which is included in this RFP.
12. All requested information must be presented. Failure to do so may result in the proposal being considered not responsive and, thus rejected.
13. Offerors who submit a response to the RFP may be required to give an oral presentation of their proposal. This will provide an opportunity for the offeror to clarify or elaborate on their proposal.
14. Oral presentations are at the discretion of the Owner; therefore, proposals should be complete.

Proposal Evaluation:

Evaluation of proposals will be based upon, information contained in the proposal. The following criteria will be utilized to rank respondents:

1. Understanding of project and key project factors (stakeholders, key issues, political drivers, project history, etc.)
2. Qualifications and experience of firm with similar types of projects and with similar types of clients.
3. Qualifications and experience of firm with Owner.
4. Experience with Local, State, and Federal regulatory requirements.

5. Firm ability to provide cost effective and efficient completion of project (personnel, firm proximity to Owner, cost saving strategies, etc.)

Selection Procedure:

The Owner and/or their authorized selection committee, will review all proposals and select respondents deemed best qualified, responsive, and suitable for project. The Owner reserves the right to select the highest-ranking firm based solely on the proposal contents. The Owner also reserves the right to shortlist firms for interview to further discuss qualifications. Upon firm ranking and selection, the Owner will enter into contract negotiations. The Owner reserves the right to reject any and all proposals and waive any formalities. The procurement of these services will comply with the Virginia Public Procurement Act.