



CITY OF CONCORD, NC

JULY 24, 2020

NOTICE OF REQUEST FOR QUALIFICATIONS (RFQ) STATEMENTS FROM ELECTRICAL ENGINEERING FIRMS INTERESTED IN PROVIDING ON-CALL ENGINEERING AND DESIGN SERVICES FOR THE ELECTRIC SYSTEMS DEPARTMENT.

BACKGROUND

The City of Concord's Electric Systems Department manages the day to day operations of the City's electric utility system. The City's electric system consists of approximately 32,500 customers, with a peak loading of 210 MW. Three delivery points and 15 retail substations supply power to over 1,400 miles of line. The City Capital Improvement Plans dictated considerable infrastructure investment in the next five years to serve growing energy demand.

PROJECT SCOPE

The City of Concord's Electric Systems Department is hereby inviting RFQ's from qualified Electrical Engineering Consultants, with proven experience and expertise, to provide Professional Engineering Services in support of the Electric Department. The services and projects anticipated may include, but are not limited to; electric 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; operational equipment; process improvements; energy consumption analysis; arc flash studies; relay and post fault analysis and other electrical review as required.

SUBMITTAL REQUIREMENTS

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

Electrical Systems Department
Alfred M. Brown Operations Center

City of Concord • 635 Alfred Brown Jr. Ct SW. • P.O. Box 308 • Concord, North Carolina 28026
(704) 920-5302 • www.concordnc.gov

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 including, Concord Development Ordinance, Zoning classifications, Cabarrus County Constructions Standards.
- Qualifications and experience detail for key personnel that will be directly assigned to City 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 City 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 electric infrastructure 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 5:00 p.m. on Friday, August 7, 2020. No statement of qualifications will be accepted after this time. The mailing address is:

City of Concord
Attn: Scott Chunn, Electric Systems Deputy Director
635 Alfred Brown Jr. Court SW
Concord, NC 28025

SELECTION CRITERIA

The considerations below, with their weighted scores, will be utilized for selection of the firm. Selection will be made by an internal City 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 meet a time schedule established for the work. 20%
4. The firm's ability to provide needed human resources for many projects occurring simultaneously. 5%
5. The firm must demonstrate a high ethical and professional standing and must have performed satisfactorily on any previous contracts with the City of Concord, if applicable, including a positive client relationship, commitment to the project budget and sufficient supervision of the construction project. 10%

The City of Concord will negotiate a contract with the top-rated firm following selection. If a contract cannot be successfully negotiated with the top-rated firm, the City 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 Bob Pate Director of Electric Systems 704-920-5301.

The City reserves the right to reject any and all statements of interest.