

REQUEST FOR QUALIFICATIONS

The Town of Summerville requests proposals for engineering services to evaluate and recommend improvements to resolve drainage problems within the Arbor Oaks residential subdivision, located near the Bacons Bridge Road (SC165) crossing of the Sawmill Branch Canal.

BACKGROUND DATA

Arbor Oaks was constructed in 2004. Isolated areas of the neighborhood have occasionally experienced roadway flooding and overtopping of pond banks during high-intensity storm events. Several residences suffered interior flooding damage from the October 2015 flood event and from Hurricane Matthew in October 2016.

The Sawmill Branch Canal runs along the southern property line and portions of the Arbor Oaks development are located within Sawmill Branch's floodplain. FEMA has updated the Town of Summerville's flood maps since Arbor Oaks was developed and the new FIRMs are in preliminary status. Differences are noted between the effective and preliminary FIRMs but it is not clear if these changes explain the increase in flooding.

Arbor Oaks' Development Plans, Stormwater Management Report and other project information are available from the Town.

SCOPE OF SERVICES

The responsibilities of the chosen firm will be:

1. Establish Study Area. Using available topographic data, including LiDAR and construction plans/as-built drawings, establish the overall drainage area. Identify contributing drainage areas from adjacent development and their impact on Arbor Oaks' outfall to the Sawmill Branch. Field investigation work may be necessary to verify type, location, and/or condition of stormwater infrastructure.
2. Study Area Analysis. Perform hydrologic and hydraulic modeling to determine adequacy of existing infrastructure. Consider development projects in/near the study area. Note any irregularities when comparing effective and preliminary FEMA FIS and FIRM.
3. Prepare Report. Summarize findings. Provide recommendations for drainage improvements. Include a prioritization listing that will address critical flooding concerns. In developing this list the consultant shall consider:
 - a. Methodology, strategies and changes in regulation and requirements to reduce run off from existing developed land or new developments.
 - b. Include examination of the town boundaries with unincorporated Dorchester County and SCDOT to determine if any drainage issues exist that can be resolved by implementing interjurisdictional arrangements.
 - c. Identify areas where natural springs and high ground water table adversely impact the operations of surface drainage facilities. Recommend any improvements to mitigate the adverse impacts
 - d. Provide preliminary cost estimates of recommended improvements
 - e. Identify external funding sources for improvements

SUBMISSION REQUIREMENTS:

Qualification packets (1 original and 2 copies) must be submitted no later than 5:00 p.m. on February 3, 2017 to Russ Cornette, Public Works Director, Summerville Town Hall, 200 S. Main Street, Summerville, S.C. 29483.

Respondents should submit their qualifications including:

1. Description of the Consultant's understanding of the Town's requirements.
2. Proposed scope of work or task list. The work plan shall describe how the consultant proposes to complete the project. The work plan must be sufficiently detailed for the Town to be able to determine the effectiveness of the proposal.
3. Consultant's proposed schedule. Consultant shall include a schedule for timely completion of the scope of work. Including information on the amount of time for each task.
4. List of proposed project personnel to be assigned to the project along with a description of their relative experience and qualifications.
5. List of the Consultant's similar experiences along with contact information for the Consultant's clients for the similar experience.

Any questions about the RFQ should be submitted in writing to Russ Cornette, Public Works Director, at rcornette@summervillesc.gov. All questions regarding the RFQ shall be submitted by 5:00 PM on January 20, 2017. Answers to all questions will be posted on the town's website on **Thursday, January 26, 2017.**

No submittals will be accepted after 5:00 p.m. on Friday, February 3, 2017. All submittals received by deadline will be considered without regard to age, race, creed, color, gender, disability, or national origin. All costs associated with the preparation of the submittal will be the responsibility of the prospective firm and will not be reimbursed.