

**REQUEST FOR QUALIFICATIONS
FOR
PROFESSIONAL ENGINEERING SERVICES
OLIVER CREEK SANITARY SEWER INTERCEPTOR**



**CITY OF LAKE LAND, TENNESSEE
ENGINEERING DEPARTMENT
10001 U.S. HIGHWAY 70
LAKE LAND, TN 38002**

September 2019

**REQUEST FOR QUALIFICATIONS
FOR
PROFESSIONAL ENGINEERING SERVICES**

OLIVER CREEK SANITARY SEWER INTERCEPTOR

The City of Lakeland, Department of Engineering, an Equal Opportunity, Affirmative Action Employer, seeks to retain a professional engineering firm to provide design services for the Oliver Creek Sanitary Sewer Interceptor. The project will include preliminary and construction engineering design, surveying, geotechnical engineering, and environmental related services.

The City of Lakeland seeks to divert all wastewater currently flowing from the City of Lakeland to the City of Memphis Fletcher Creek Sewer Interceptor north to the Scotts Creek Wastewater Treatment Plant. There are two connections on Highway 64 between I-40 and Canada Road. Flow data collected by City of Memphis is listed in the table below. The flow includes the Stonebridge residential and commercial areas as well as a portion of Davies Plantation in Bartlett.

Flow Monitor Location	FC-05	FC-06
Average Flow	0.23 MGD	0.55 MGD
Peak Hour Flow	1.47 MGD	1.87 MGD
Peaking Factor	6.4	3.4

A conceptual plan was completed in January 2019. The recommendation includes installation of a pump station in the Stonebridge area, approximately 19,660 feet of force main and 23,440 feet of gravity line. The conceptual plan of the proposed Oliver Creek Interceptor is included in the RFQ.

Proposal Requirements

The Proposal should demonstrate that the Consultant understands the intent and scope of the project, the character of the deliverables, the services required for their delivery and the specific tasks that must be performed in the course of supplying these services. In addition, consultant qualifications necessary to successfully complete this project should be demonstrated. In order to assist in the evaluation process, please include the following information in the proposal:

1. Introduction

Proposal shall include basic information relative to the firm.

2. Qualifications and Experience

Proposal shall detail the Consultant's experience relating specifically to sanitary sewer projects. Include a listing of all recent work (within the past three years), which would indicate experience. This listing shall include a description of the work, project budget, and the approximate date the work was completed.

3. Qualifications and Experience of Key Staff

Proposal shall identify key individuals assigned to this contract and include the function and/or responsibility of each of the identified individuals. Experience summaries of the key individuals must be provided, with emphasis on previous experience on similar projects in similar roles. Resumes of these key individuals should be included as an appendix to the proposal.

The selection committee will review and rank each proposal based on the following criteria:

1. Quality of submission
2. Knowledge of technical requirements
3. Responsiveness to project description
4. Quality and availability of staff assigned to the project
5. Specific experience of the proposed staff
6. Overall experience of the firm
7. Performance on similar projects

Selection of the consultants may be based solely on the submittal of the proposal. If the committee wishes to conduct interviews, City staff will contact each firm to set up a date for the interview. The interview process will allow the firms to better educate city staff about their experience and qualifications. Interviews will be limited to 30 minutes. The Consultants deemed most qualified to provide the required services will be selected and the contracts will be presented to the Board of Commissioners for their approval of the contract.

The City of Lakeland reserves the right to seek clarification of any proposal submitted and to select the proposals considered to best promote the public interest of Lakeland.

All proposals become the property of the City of Lakeland upon submission. The cost of preparing, submitting and presenting a proposal is the sole expense of the Consultant. Lakeland reserves the right to reject any and all proposals received as a result of this solicitation, to negotiate with any qualified source, to waive any formality and any technicalities or to cancel the RFQ in part or in its entirety if it is in the best interest of City of Lakeland. This solicitation of proposals in no way obligates Lakeland to award a contract.

The City of Lakeland will not discriminate against any individual for any reason and will provide services to all citizens and contractors, both potential and current, in a nondiscriminatory fashion. It is the intent of the city to fully comply with the provision of Title VI and Title VII of the Civil Rights Act of 1964. The City is committed to a moral, ethical, and legal responsibility to ensure equitable employment practices and the delivery of city services regardless of an individual's race, color, religion, national origin, age, disability, gender or political affiliation. Interested certified Disadvantaged Business Enterprise (DBE) firms as well as other minority-owned and women-owned firms are encouraged to respond to all advertisements.

Proposal Submittal

Consultants who wish to be considered shall submit a proposal by **Thursday, September 26, 2019 at 2:00pm** to:

Lakeland City Hall
Engineering Department
10001 U.S. Highway 70
Lakeland, TN 38002
Phone: (901) 867-5418

Proposals shall be presented in a sealed envelope and clearly marked "Proposal for Professional Engineering Services – Oliver Creek Interceptor". Include five (5) copies of the proposal. Proposals shall not exceed 35 pages.

If any of the above requirements are not met, the proposal may not be considered. Proposals received after the deadline will not be accepted. Faxed or emailed proposals will not be accepted.

Questions regarding the RFQ should be directed to:

Emily Harrell, P.E.
City Engineer
(901) 867-5418
eharrell@lakelandtn.org