



## **REQUEST FOR QUOTE (RFQ)**

### **“WEST END SEWER REHABILITATION PROJECT #1812 – WETLAND DELINEATION SERVICES”**

Return by mail or hand deliver only to the address below:

City of Georgetown  
Attn: Purchasing  
West End Sewer Rehab Project #1812  
1134 Fraser Street  
Georgetown, SC 29440

The deadline for submittal is **3:00 pm EST on Thursday, May 17, 2018**. Quotes received after the deadline will not be accepted for any reason. The City will not accept faxed or emailed proposals. The official clock shall be that of the Purchasing Agent.

Three (3) copies of the quotes must be submitted.

All procurement procedures are subject to the City of Georgetown’s procurement policies as outlined in Section 2-188 of the City’s Municipal Code.

#### **QUESTIONS**

Questions regarding this RFQ should be submitted in writing to Orlando Arteaga, P.E., City Engineer, via email to [uarteaga@cogsc.com](mailto:uarteaga@cogsc.com), no later than 3:00 pm EST Thursday, May 10, 2018.

## SCOPE OF SERVICES

The City of Georgetown is soliciting quotes from qualified firms to perform the following task(s):

Perform a wetland delineation and all necessary submittal packages (i.e., reports, maps, etc.) in accordance with USACE Wetland Delineation Manual and the Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Atlantic and Gulf Coast Plain Region for the above referenced project.

Work shall be performed in two phases. Phase 1 consists in the review of U.S. Geological Survey (USGS) topographic maps, U.S. Department of Agriculture Soil Conservation Service (USDA/SCS) soil survey map, U.S. Fish and Wildlife Service National Wetland Inventory (NWI) map data within the project area. Phase 2 consists the on-site observations and evaluation of the project area to determine if the area exhibits the three criteria needed to determine if wetlands were present: 1. Wetland Plants (hydrophytic vegetation), 2. Presence of Wetland Hydrology, and 3. Presence of Wetland Soils (hydric soils) as per USACE Standards.

The Wetland Delineation study is part of the requirements for a Community Development Block Grant (CDBG) the city is applying for with the SC Department of Commerce.

Please refer to the attached map for the area of work.

## PROJECT SCHEDULE

Advertisement of RFQ	Friday, May 4, 2018
Deadline for questions to be submitted to: oarteaga@cogsc.com	Thursday, May 10, 2018 by 3:00 PM
Deadline for City to post answers to questions	Monday, May 14, 2018 by 3:00 PM
RFQ Submittal Deadline	Thursday, May 17, 2018 @ 3:00 PM
Notice to Proceed (Tentative)	May 25, 2018
Completion (Tentative)	30 calendar days after NTP

## **INSURANCE & BUSINESS LICENSE REQUIREMENTS**

The selected firm will be required to provide proof of insurance with a minimum amount of \$1,000,000 as follows:

- Comprehensive General Liability (per occurrence);
- Comprehensive Auto Liability (per occurrence); and
- Workers' Compensation Liability
- Professional Liability

The City of Georgetown is to be named as "Additional Insured" on the above insurance coverage as respect to the City's interest under the contract. Certificate of insurance shall be submitted to the City prior to commencement of services.

The selected firm shall be required to retain a business license in the City of Georgetown.

## **LUMP SUM PROPOSAL**

Submit a lump sum proposal including all fees, coordination, site observations, reports, maps and other incidental overhead expenses.

## **ATTACHMENT (S)**

1. West End Work Area Map