

Request for Qualifications (RFQ)
Lead and Copper Rule Initial Compliance
Inventory Study

Introduction

The City of Petersburg, WV is seeking proposals from interested individuals or firms that can provide all the needed services for their water system, to meet the requirements and maintain compliance with the Environmental Protection Agency's (EPAs) Lead and Copper Rule Revisions 2021. The services needed include Service Line Inventory for approximately 1,230 customer service lines, as required to comply with the Lead & Copper Rule now, and in the future. Public Outreach includes water customers and school & childcare facility education and sampling.

Scope of Work

The City Petersburg, WV is soliciting individuals or firms to propose a plan:

● **Service Line Material Inventory**

- The EPA requires a Lead Service Line (LSL) Inventory of both the private and public sides of the meter or for the utility to demonstrate the absence of LSLs by January 16, 2024.
- The City will need assistance in updating the service line inventory. Service Line Records are currently not accurate or available for the water system. A solution to expedite the process and help determine which areas potentially have LSLs is needed. A predictive modeling capability is preferred.

The following is required:

- Use existing material data and consultant expertise to predict probability of lead presence in service lines
- Data support to gather, organize, and input appropriate data, meet inventory requirements, and prediction capabilities
- Ability to track each step of EPA's requirements in a LSL Replacement Program, including the EPA trigger points of when a service line material would need to be replaced.
- Advise on validation strategy and best practices to verify line materials in the most cost-efficient manner

Selection Process

The deadline for receipt of qualification statements is 4:00 pm, April 6, 2023. City staff will review all submitted qualifications packages that comply with the requirements contained within this document. The criteria by which the packages will be evaluated include:

1. Firm's understanding of project objectives.
2. Qualifications of Principal(s) to perform the work and the level of involvement in the project.
3. Firm's knowledge and demonstrated experience with incidental, on-call services.
4. Firm's workload and demonstrated ability to meet schedules.
6. Quality and thoroughness of submittal packages and adherence to requirements of the RFQ.
7. Professional experience and training of key personnel.
8. List of other consultants that will be responsible for contracted portions of the project including their past experience and demonstrated knowledge of similar projects.

Submittal Requirements

The City of Petersburg, WV requests the following material for use in the selection of a firm or individual:

1. Firm name, address, telephone number, fax number, email address and contact person(s).
2. Year in which the firm was established and any former names under which the firm operated.
3. Names and office location of all personnel who may be assigned to this project. Names of key personnel who will be available to work on the project.
4. Name and background information, including experience of other consultants who will be performing portions of the work.
5. Resumes of Project Manager, Principal, sub-consultants, and team members for this project.

6. Unique qualifications or work methodology.
7. Experience in similar projects.
8. Team organizational chart with accompanying statement of the roles, philosophies and processes of key individuals and sub-consultants.
9. A minimum of five (5) client references with contact information

Procedure/Format

Qualifications shall be submitted electronically with a Table of Contents.

Statements of Qualifications must be received no later than 4:00 p.m. on April 6, 2023.

Please send these Statements to Angie Curl (acurl@regioneight.org).

Questions regarding this Request for Qualifications should be directed to Angie Curl in the above-listed email. You will receive a response as quickly as possible. Inquiries by phone will not be accepted.