

REQUEST FOR ENGINEERING QUALIFICATIONS

The Town of Athens, Mercer County, West Virginia, is in the process of obtaining qualifications from consulting engineering firms interested in providing advice and services for the successful completion of the town's Lead Service Line Inventory and Replacement Project. The consultant will work closely with the town of Athens, Region I Planning & Development Council, and other project team members.

Professional services for the activity funded may include, but will not be limited to, the following: (1) Preliminary engineering report; (2) Construction design in accordance with all State, Federal and Local regulations that pertain to the proposed project; (3) Preparation of bidding and contracting documents; (4) Participation in the evaluation of bids received; (5) Monitor and inspect construction activities on a periodic basis to insure compliance with plans and specifications; (6) Preparation and delivery of final "As Built" drawings and data in GIS format (shapefile, geodatabase, etc.) with data georeferenced to and assigned real-world coordinates and accompanied by comprehensive descriptive metadata; (7) Coordination between utility contractors, Town, homeowners, homeowner-selected contractors, project team, and others as necessary and requested by the Town.

Procurement of said services shall be in accordance with West Virginia Code Chapter 5G and 2 CFR 200. Consultants interested in being considered for this project must submit a proposal detailing qualifications, technical expertise, management and staffing capabilities and related prior experience.

Please submit one (1) original, three (3) copies, and one (1) digital format submission of all requested information to the Town of Athens, and one (1) copy, and one (1) digital format submission to Region I PDC at the addresses listed below.

Town of Athens
RFQ – Lead Service Line Replacement
P.O. Box 458/202 S. State Street
Athens, WV 24712
Digital Submission: bid@townofathens.com

Region I PDC
RFQ – Athens Line Service Line Replacement
1439 E. Main St., Suite 5
Princeton, WV 24740
Digital Submission: tyler@regiononepdc.org

Qualifications will be accepted until close of business on October 6, 2023. It is the responsibility of the respondent to ensure receipt of the proposal by the date and time specified. If you have any questions, please contact Athens Town Hall at (304) 384-3525 or Courtney Neese at courtney@regiononepdc.org.

Attention is directed to the fact that the project may be undertaken through funding sources including but not limited to WV Department of Environmental Protection DWTRF and WV Infrastructure & Jobs Development Council, HUD/CDBG, ARC, EDA, USDA-RD, and the State Revolving Loan Fund.

All work will be performed in accordance with the regulations issued by State and Federal agencies relative thereto. The selected candidate will be required to comply with Title VI of the Civil Rights Act of 1964, Executive Order 11246, Section 109 of the Housing and Urban Development Act of 1974, Section 3 of the Housing and Urban Development Act of 1968, Conflict of Interest Statement, and the Access to Records provisions and all other requirements as related to federally funded projects.

The Town of Athens will afford full opportunity for minority business enterprises to submit a show of interest in response to this invitation and will not discriminate against any interested firm or individual on the grounds of race, creed, color, sex, age, handicap or national origin in the contract award.

The Town of Athens reserves the right to accept or reject any and/or all submissions.

Tim Pike, Mayor
Town of Athens