NEW HANOVER COUNTY, NORTH CAROLINA
NORTH CAROLINA DISASTER RECOVERY ACT (NCDRA)

REQUEST FOR QUALIFICATIONS (RFQ)
CONSULTING ENGINEERING SERVICES

STRUCTURAL ENGINEERING ACTIVITIES

Activity consists of: Rehabilitation or Reconstruction of approximately 18 residential structures located in New Hanover County, NC.

RFQ INSTRUCTIONS

Qualification submittals must be received by 5:00 PM, February 17, 2020.

Please indicate New Hanover County NCDRA Engineering Services RFQ on the envelope.

Submit two (2) copies of the qualifications submittal to:

New Hanover County Recovery Coordination Office
Attn: Eliza Baldwin, Strategy Analyst
1241 Military Cutoff Road, Suite A
Wilmington, NC 28405
SELECTION PROCEDURE FOR CONSULTING ENGINEER

Based upon qualifications, New Hanover County will select one consulting engineering firm. Statements of qualifications will be solicited from all firms who wish to be considered for these projects. Submittals received by the deadline established in this Request for Qualifications will be reviewed and evaluated by New Hanover County representatives in accordance with the following selection criteria:

1. Firm's experience in residential structural engineering, and specifically in NCDRA Elevation and Retrofitting projects;

2. Residential structural engineering and NCDRA project engineering qualifications and competence of key personnel assigned to the project;

3. Capability of the firm to perform the desired services within an acceptable time frame and within financial constraints;

4. Availability of a qualified resident inspector;

5. Evaluation of existing and anticipated additional workload of the firm during project development;

New Hanover County will select the firm (ranked in order of qualifications) best qualified to perform the engineering services detailed in these instructions.

New Hanover County will attempt to negotiate a fee with the number one ranked firm. If a mutually satisfactory fee is negotiated by the parties, it will be approved. If efforts to negotiate a fair and reasonable fee are unsuccessful with the number one ranked firm, negotiations will cease with that firm and begin with the second ranked firm. If the county is unable to negotiate a satisfactory agreement with either of the firms, the county will select additional firms in order of their competence and qualifications and continue negotiations until a satisfactory agreement has been reached and approved by New Hanover County.

CONTENTS OF QUALIFICATIONS SUBMITTAL

Please provide the following information in the qualifications submittal for engineering services:

1. Name of firm

2. Location of offices

3. List of references

4. Residential structural engineering experience of firm, including NCDRA engineering services for Hurricanes Isabel, Irene, Matthew or other storm events/mitigation initiatives.
5. Names and qualifications, including residential structural and NCDRA engineering experience, of all personnel who will work on the project, including resident inspector.

6. Projected availability of design/inspection personnel assigned to the project for a period of approximately eighteen months beginning at date of award.

7. Documentation that the engineer or surveyor in responsible charge of the work is a licensed Professional Engineer or Professional Land Surveyor in the State of North Carolina in good standing with the North Carolina Board of Examiners for Engineers and Surveyors (current active license in North Carolina).

8. Documentation that the firm and any of its corporate subsidiaries to be used on the program, as well as all team members, are properly registered to do business in North Carolina with the Office of the Secretary of State and with North Carolina Board of Engineers and Licensed Surveyors (NCBELS).

9. In a clearly marked separate sealed envelope, provide hourly rates for personnel to be utilized on the project. **Include a table outlining the percentage of total work to be assigned to each pay classification of project team members.**

**SCOPE OF ENGINEER’S SERVICES**

The Professional Engineer(s) shall work with the Grant Administrator and the New Hanover County Building Inspector to assist in the implementation and completion of the project. The selected firm will need to provide the following in accordance with program requirements:

- Development of specific foundation specifications and drawings for the project based upon the North Carolina Residential Building Code requirements and generally accepted coastal structural design standards.

- Pre-elevation inspection of the structures proposed for elevation and preparation of a written statement for the NCDRA elevation feasibility checklist and Scope of Work indicating any concerns with structural feasibility and briefly outlining any proposed unit-specific design modifications.

- Limited technical feasibility analysis and engineering design at the specific request of the New Hanover County Building Inspector for structures requiring engineering design modifications in excess of the requirements of the NC Building Code and/or the generally accepted structural design standards.

- Limited on-site inspection and review of contractors work at the request of New Hanover County, including provision of written documentation to the Building Inspector certifying that completed unit-specific foundation and accesses were properly constructed.