

COUNTY OF FAIRFAX
DEPARTMENT OF PUBLIC WORKS AND ENVIRONMENTAL SERVICES

Stormwater Management Facility Inspections and Maintenance
Basic Ordering Agreement

Request for Qualifications (RFQ) - Architectural/Engineering

THE COUNTY OF FAIRFAX, Virginia, Department of Public Works, and Environmental Services (DPWES) is soliciting statements of qualifications from local engineering firms to provide services on a Basic Ordering Agreement (BOA) basis to support the Maintenance and Stormwater Management Division's (MSMD) Stormwater Management Branch in its oversight of the inspections, operations, and maintenance of the County's regulated stormwater management facilities. The initial agreement will be established to run for one 12-month term and may be renewable for up to three additional 12-month terms at the County's option. Pursuant to the Commonwealth of Virginia Code, BOA's have a maximum of \$10 million per year, with no single task order exceeding \$2.5 million. It is currently anticipated that this contract ceiling will be established for \$4 million. DPWES will award two (2) BOA contracts as a result of this solicitation. The County intends to distribute task order assignments based on factors including, but not limited to program area, geographical area, technical expertise, availability of resources, and past performance.

Fairfax County's stormwater facility inspections and maintenance program is responsible for overseeing safe and effective management of facilities, both public and private. Types of facilities within the inventory include but are not limited to: state regulated dams and an earthen levee (requires a Professional Engineer registered in Virginia); wet and dry ponds; infiltration practices; underground storage devices; filtering devices; proprietary systems; and green stormwater infrastructure. Selected vendors will provide critical technical support that is integral to the County fulfilling its flood management and stormwater regulatory responsibilities.

The scope of work is anticipated to include but not be limited to the following:

- **Inspection Program Support**
 - Inspections, reporting, and enforcement for upwards of 1,000 privately maintained stormwater facilities, annually.
 - Inspections and reporting for upwards of 1,000 publicly maintained stormwater facilities, annually.
 - Development and delivery of a variety of stormwater training materials to both internal (county staff) and external (homeowner associations, property managers, private contractors, etc.) audiences.
 - Development and distribution of stormwater outreach information and maintenance reminders/standards.

- **Asset Management Support**
 - Research, documentation, inspection, and data creation to support stormwater facility asset intake (includes research for plans, plats, maintenance agreements, record keeping, GIS drafting, etc.).
 - GIS-centric asset management support services.

Stormwater Management Facility Inspections and Maintenance RFQ
 Architectural & Engineering, Basic Ordering Agreement

- Compliance reporting support, including the Municipal Separate Storm Sewer System (MS4) permit, BMP Warehouse, etc.
- **Capital Project Program and Engineering Support**
 - Development of facility rehabilitation and/or retrofit plans.
 - Engineering and ancillary services for maintenance and capital project implementation:
 - Civil, structural, and geotechnical engineering services with specialized knowledge in the following:
 - Stormwater management facility design
 - Dam repair and design
 - Natural channel design
 - Hydrologic and hydraulic modeling
 - Adequate outfall and floodplain analysis
 - Erosion & sediment control plans
 - Maintenance of traffic plans
 - Land and bathymetric survey
 - Environmental permitting
 - Construction administration and inspection
 - Geotechnical inspection and testing
 - Planting and landscape design
 - On-call engineering services to support emergency situations.
- **High Priority Municipal Facility (HPMF) Program Support**
 - Inspection, site evaluation (desktop and field), stormwater pollution prevention plan (HP-SWPPP) review/preparation, permit reporting, and training support.
- **Staff Augmentation Support**
 - Provide staff augmentation for a variety of services as needed. Types of positions may include but are not limited to the following: engineers, inspectors, project managers, data/GIS analysts, scientists, landscape architects.

All submissions must be complete and clearly demonstrate ability to provide the required services. Evaluation factors to be utilized by a Selection Advisory Committee in determining the firms to perform the required services include:

Item	Criteria	Weight
1.	Project teams' experience. The ability and experience of firm(s) to deliver work as described.	25%
2.	Project team member qualifications. Identified personnel with background, experience and/or subject matter expertise as it relates to this solicitation.	20%
3.	Past record of performance. Includes experience, accomplishments and how the team/firm(s) met and exceeded prior contract performance metrics.	20%
4.	Projected workloads, willingness to meet time and budget requirements. Includes current, projected, and backlogged workloads of projects. Demonstrates	20%

Stormwater Management Facility Inspections and Maintenance RFQ
 Architectural & Engineering, Basic Ordering Agreement

	capacity to manage current workload/backlog and willingness/ability to meet time and budget requirements.	
5.	Location of key staff. Demonstrated ability to respond quickly to inquiries for technical support and unplanned site visits.	10%
6.	Volume of work previously awarded by the County within the last 3 years.	5%

Interviews from a short-list of selected firms are projected to be held between 2023

The County will conduct negotiations for these services with the top-rated firms that are selected for this BOA. If a satisfactory fee schedule and terms can be negotiated with the top-rated firms a contract will be awarded. If not, negotiations with the top-rated firm will be terminated in writing and negotiations will begin with the firm ranked next highest, and so on.


Fairfax County is committed to paying a living wage to all qualified County employees and encourages contractors and subcontractors involved in all County programs, services, and activities to pay a living wage to their employees.

The Statements of Qualification must include:

- SWam Business Information Cover Page;
- Statements of Interest;
- GSA Standard Form 330 Part I and Part II for the primary firm and all major sub-consultants; and
- List of references with current addresses and telephone numbers for recently completed projects of similar nature to the above referenced scope of work.

Consultants who wish to be considered for this work are required to submit seven (7) copies of statements of qualifications, including a PDF copy on CD. Statements of qualifications should include a cover letter, current GSA 330 forms Part I and Part II, and a list of references with current address and telephone numbers for recently completed projects of a similar nature. **All statements of qualifications shall be delivered no later than 4:00 p.m., local prevailing time on Monday, March 13, 2023, to Rosalind Knox, Stormwater Planning Division, Fairfax County Government Center; 12000 Government Center Pkwy, Suite 449, Fairfax, Virginia 22035-0052.** Statement of qualifications submittals shall not exceed the equivalent of eighty (80) single-sided pages or forty (40) double-sided pages of content; however, the cover letter, binding, and index tabs are not included in the page limit count.

All questions related to this solicitation shall only be directed to Rosalind Knox of the Stormwater Planning Division at 703-324-5500; TTY: 711, or email at Rosalind.Knox@fairfaxcounty.gov.

 To request this information in an alternate format, please contact Rosalind Knox, Contract Specialist, Stormwater Planning Division, DPWES, at 703-324-5500.