THE COUNTY OF FAIRFAX, Virginia, Department of Public Works and Environmental Services (DPWES) is soliciting statements of qualifications from local consulting firms to provide engineering, inspection, and ancillary services to assess stormwater management (SWM) facilities on a Basic Ordering Agreement (BOA) basis. The initial agreement will be established to run for one 12-month term and may be renewable for up to four additional 12-month terms (up to 60 months total) at the County’s option. Pursuant to the Commonwealth of Virginia Code, this BOA has a maximum of $3 million per year, with no task order exceeding $2.5 million. The BOA may be awarded up to $3 million per year, and DPWES may award up to two (2) BOA contracts. 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.

The scope of work is to include data collection and recordkeeping of development plans, plats, maintenance agreement research, property ownership, and field information for various SWM facilities. This information will be used to inspect the SWM facilities, prepare and dispense inspection reports, and communicate maintenance deficiencies to owners/responsible parties and to the County. It is also anticipated that the scope will include but not be limited to the following:

- Research and documentation of 100 to 300 facilities annually (includes research for plans, plats, maintenance agreements, etc.);
- Inspection and facility reports of approximately 850 privately maintained facilities annually;
- Assistance with enforcement actions on stormwater facilities;
- Inspection and facility reports of approximately 900 publicly maintained facilities annually;
- Development of facility rehabilitation and/or retrofits plans as required;
- Provide inspection services for construction of new SWM facilities;
- Field surveying including possible emergency situations and bathymetric surveying as required;
- Provide Quality Assurance/Quality Control and project management of contracted maintenance and construction services on County maintained SWM’s such as mowing, tree removal, debris and silt removal, dredging, dam structural and embankment repair, wetland plantings, and erosion and sediment control measures for existing SWM facilities;
- Development and dispensing of outreach information and maintenance reminders/standards;
Stormwater Management Facilities Maintenance Assessment RFQ for
Architectural & Engineering, Basic Ordering Agreement

- Development and conducting of training with county personnel, homeowner associations, property managers, and private contractors on maintenance and operation standards for all types of SWM facilities;
- Support for SWM-related water quality permit (Municipal Separate Storm Sewer System - MS4) services, as required;
- Provision of on-site engineering and/or technician services on an hourly basis;
- Assistance with database management and tracking; and
- Assistance with Asset Management processes in tracking upgraded water quality features and the maintenance and repairs on SWM facilities.

Typical stormwater facilities may include, but are not limited to: 1) State regulated dams (requires a Professional Engineer registered in Virginia); 2) Earthen dams for wet and dry ponds; 3) Infiltration trenches; 4) Underground storage; 5) Roof-top detention practices; 6) Bio-retention/bio-filtration basins (rain gardens) and other low-impact development practices.

Major disciplines required for this project include civil engineering, geotechnical engineering, and surveying. Teams should have the ability to perform comprehensive condition inspections (including entering confined spaces and small diameter pipes), use laptop and tablet computers, GPS devices, and digital cameras for field inspections and reporting, use GIS information, perform bulk mailings, and provide consistent staff resources to the County for the purposes listed above.

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:

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<tr>
<th>Item #</th>
<th>Criteria</th>
<th>Weight Factors (1-5)</th>
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<tbody>
<tr>
<td>1.</td>
<td>Ability and experience of firm to deliver work as described.</td>
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<td>2.</td>
<td>Project Manager/Project Team.</td>
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<td>3.</td>
<td>Availability and responsiveness of firm and key project staff.</td>
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<td>4.</td>
<td>Past project and performance history.</td>
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<td>5.</td>
<td>Ability to meet budget requirements and aggressive schedules.</td>
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<td>6.</td>
<td>Volume of work previously awarded by the County, (past 3 years).</td>
<td>2</td>
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<td>7.</td>
<td>Experience with public presentations and resident interaction.</td>
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Interviews from a short-list of selected firms are projected to be held between December/January 2018.

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:

- 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 aforementioned work.

Consultants who wish to be considered for this work are required to submit nine (9) copies of statements of qualifications, including a PDF copy on CD of their Statements of Qualifications, and 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, November 20, 2017, to Rosalind Knox, Stormwater Planning Division, Fairfax County Government Center; 12000 Government Center Pkwy, Suite 449, Fairfax, Virginia 22035-0052. Statement of Qualifications shall not exceed the equivalent of thirty-five (35) pages of content (printed double-sided copies, but the cover letter, binding, and index tabs are not included in the 35 page limit) that includes GSA 330 forms.

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 II, Stormwater Planning Division, DPWES, at 703-324-5500.