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Request for Qualifications:

Lead and Copper Rule Revision
Issued Date: February 23, 2024
Submittal Deadline: March 15, 2024

INTRODUCTION:

The City of Dunn is requesting proposals from qualified firms interested in providing professional engineering services for the development, management and implementation of the Lead and Copper Rule Revision (LCCR) Compliance Program in accordance with the revised United States Environmental Protection Agency (USEPA) Lead and Copper Rule.

The City of Dunn will conduct a Qualification-Based Selection process to identify the best qualified firm with which to negotiate a contract. All firms submitting qualifications and technical proposals must have demonstrated experience and expertise for projects similar in nature to this project. City of Dunn will fully consider submittals that involve collaboration with other proposers.

To be considered by City of Dunn, responses to this RFO must be received by 2:00 p.m. (EST) on March 15, 2024. Refer to Section 4 - Submittal Requirements for additional details.

1. OBJECTIVES

The objective of this project is to ensure compliance with the LCRR by developing a LCRR Compliance Program. The primary components of the LCRR Compliance Program will include, but not be limited to the following:

- Development of a Service Line Material (SLM) Inventory.
- Development of a Lead Service Line (LSL) Replacement Plan.
- Strengthening Drinking Water Treatment Requirements (Corrosion Control).
- Preparation of a Sampling Plan for Compliance including Sampling at Schools and Childcare Facilities.
- Assistance with Public Education and Outreach.
- Review funding programs and identify funding strategy.
- Other services as required to implement the Lead and Copper Rule Revisions.

2. BACKGROUND

City of Dunn's service area population consists of 12,334 residential and commercial customers served. The City of Dunn's distribution system consists of 115 miles of water mains consisting mainly of ductile iron and asbestos cement pipe materials. City of Dunn owns service lines from the water main up to and including the water meter. The property owner owns the service line from the meter to the tap. Currently, City of Dunn has no known lead service lines on the City of Dunn owned portion of the service line except for goosenecks which have been mostly removed. Limited information is available on the customer owned portion of the service line. Lead solder is more likely to be found in homes built before its use was banned in 1986.

Drinking water is treated at City of Dunn's A. B. Uzzle Water Treatment Plant (WTP). A 8.0 million gallons per day (mgd) conventional treatment plant (average day 3.2 mgd in fiscal year 2022) that uses Aluminum sulfate for coagulation, caustic (sodium hydroxide) for pH control, powdered activated carbon for taste and odor control, a zinc orthophosphates for corrosion control, sodium hypochlorite and ammonia (anhydrous ammonia) for chloramine disinfection, and hydrofluosilicic acid for community-wide dental health.

Lead and copper compliance sampling is conducted in accordance with all State and Federal requirements. Under the current Lead and Copper Rule (LCR), standard monitoring would consist of sampling at 60 homes every six months. However, City of Dunn has been granted reduced monitoring status by the Public Water Supply Section which consists of sampling 30 homes every three years.

3. SCOPE OF SERVICES

The engineering services required for this project shall be completed in general accordance with a scope of services as needed to accomplish the major tasks and sub-tasks listed below. The final scope of services will be negotiated with the selected engineering firm.

Scope of services may include (but not limited to):

a. Development of Service Line Material (SLM) Inventory:

- Develop and implement a service line database of both public and private side laterals or demonstrate the absence of lead service lines (LSL).
- Provide a cost-effective solution to expedite populating and updating the service-line inventory and to identify areas that potentially have LSLs using City of Dunn's staff and City's Inspection departments knowledge, as-builts, GIS data, building code information, field investigation, etc.
- Provide recommendations and training to City of Dunn's staff for the on-going management of the SLM database.
- Develop a map showing the SLM inventory results for making it available to the public on City of Dunn's website, train staff in maintenance and operation of the website.
- Confirm with the State on what will be acceptable "verification" of service line materials.

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b. Development of an LSL Replacement Plan:

- Develop and implement an LSL replacement program, to include preparation of cost estimates to be included in City of Dunn's Capital Improvements Program (CIP) budget.

c. Development of a Sampling Program:

- Assist with the development of the lead and copper sampling monitoring program including alignment with new sampling tiers.
- Make recommendations to mimic the requirements of the Revised Lead and Copper Rule taking effect in 2024.

d. Corrosion Control Treatment:

- Review current corrosion control program and make recommendations for any needed revisions to the program.
- Conduct pipe loop studies or other corrosion control studies as needed.

e. Funding Assistance:

- Identify funding sources (Federal and/or State) to assist with implementing the various requirements and/or programs of the Lead and Copper Rule Revisions; and assist by applying for such funds through loan and/or grant applications, etc. as directed.
- Identify funding sources (Federal and/or State) to assist private property owners with replacement of their service lines; and assist by applying for such funds through loan and/or grant applications, etc. as directed.

f. Other Services:

- Coordinate with the EPA and/or State for interpreting requirements, review of data, etc. and assist in addressing comments from the EPA and/or State on submitted data, etc.
- Assist City of Dunn with developing RFPs, contract documents, etc. to select additional consultants and/or contractors to assist with the implementation of the various programs.
- Provide assistance for the selection of pitcher/filter provider, distribution and shipping of selected pitcher models and filter cartridges.
- Other program consulting services as needed to implement and manage the Compliance Program.

Expected deliverables shall include (but not limited to):

- a. Service Line Material (SLM) Inventory Map:** An updatable Map to record the service line material inventory and a Standard Operating Procedure (SOP) to keep the SLM material inventory up to date. It is expected that this will be an ESRI-based lead and copper map for customers to access online.
- b. Lead Status Unknown Service Lines:** Develop a cost-effective solution to determine lead

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status unknown service lines. This may also include (but not limited to) providing methods to identify unknown service line materials, identification protocols, etc. to accomplish this task.

- c. **Lead Service Line Replacement Program:** Development of program(s) for City of Dunn's property owners to replace any known or discovered lead service lines in compliance with the USEPA's Lead and Copper Rule Revisions. This shall take into consideration the rate of replacement required under the USEPA's Lead and Copper Rule Revisions as well as developing a plan for the City of Dunn to implement the replacement logistics. It is expected that the selected consultant will aid in submitting any programs to the State and respond to any questions or comments from the State and/or EPA regarding the proposed lead service line replacement program.
- d. **Sampling Program:** The consultant shall assist with developing a proposed sampling monitoring plan that will be in accordance with the USEPA Lead and Copper Rule Revisions. This could include but is not limited to providing recommendations to current tier sites and current sampling plans, preparing sampling schedule for schools and daycares, and tracking fixture level sampling and remediation data at schools.
- e. **Public Education and Outreach Assistance:** Assist with the development and implementation of a public outreach program. Included in this program will be the necessary data packets required under the USEPA's Lead and Copper Rule Revisions as well as any functional replacement items and the timeframes required for customers (i.e., schools, residents, etc.) during any and all possible LSL replacement activities and all phases of compliance work (i.e., inventory, replacement, sampling, etc.). Additionally, assistance to develop a program to provide training for schools and daycares to collect samples is anticipated.
- f. **Technical Implementation and Support:** Documentation and training for City of Dunn's staff to access and manage a database of data collected for lead service lines and sample results from compliance activities related to the USEPA Lead and Copper Rule Revisions. The selected consultant will also develop standard database functions to streamline communication between customers and departments within City of Dunn. This task could include a data management solution, data collection templates, and training for City staff to utilize the management solution(s).
- g. **Pitchers and Filters/Cartridges:** Provide approaches and identify contracts that would enable City of Dunn to supply pitchers and filters/cartridges to each customer affected by the LSL Replacement Program and any other required instances within a short turnaround time (i.e. ad hoc basis and pre-planned basis). Assist City of Dunn in selecting the appropriate pitcher/filter provider, to include, but not limited to, development of the RFP, reviewing proposals, etc.

4. SUBMITTAL REQUIREMENTS

Responses to this RFQ must be received by City of Dunn no later than 2:00 p.m. EST on March 15, 2024. To be considered, please submit five (5) hard copies and one (1) electronic copy in PDF format of the required qualifications to:

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*Ian Stroud
Water Treatment Plant Manager
City of Dunn
401 E Broad St.
Dunn, NC 28334
Email: Dunnwp@dunn-nc.org*

Consultant qualifications and technical proposals will be limited to a maximum of 20 double-sided pages (i.e., 40 pages printed double-sided onto 20 sheets). Proposals not printed double-sided will not be considered. All submittals will become the property of City of Dunn. Each submittal must include the following in order to be considered:

- a) **Project Team: [30 points]** The members of the consultant's project team shall be recognized leaders in their field reflecting experience in developing compliance programs, Standard Operating Procedures (SOP) and policies related to Federal and/or State rules and regulations and on projects similar in scope to the one being proposed. The consultant's Project Manager shall be identified by name, and the proposal will clearly outline the consultant's intentions regarding the Project Manager's availability for all required work and for any review and coordination meetings that will be necessary to successfully complete the project. Each proposal will include a list of the proposed project team members, including sub-consultants, and clearly identify their respective roles on the project. Each proposal shall include resumes of key team members listing their office location, availability and prior experience relative to the requirements outlined in this RFQ and services to be provided.
- b) **Project Approach: [30 points]** Clearly indicate your proposed approach for this project. Provide detailed information that will allow City of Dunn staff to distinguish your team from other firms that may be competing for this project. Your proposal shall provide a step-by-step description of the phased approach for completion of the project and the specific goals for each phase in the process. Describe your ability to work cross functionally with all relevant departments to implement a Compliance Program.
- c) **Project Schedule: [15 points]** Each proposal shall specifically outline the consultant's anticipated schedule for completion of project tasks.
- d) **Past Experience and References for Similar Projects: [20 points]** Provide references (including name and contact information for the client) and summaries of similar projects in the last five (5) years for other clients. Provide a brief synopsis of previous programs or ideas that would be beneficial for the City of Dunn. Also indicate who served as your project manager for each project, and who had key lead technical roles in those projects.
- e) **Project Concerns: [5 points]** Identify potential concerns or hindrances to successful completion of the project.

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5. Selection Process

City of Dunn intends to select a consultant and award a contract by the end of March 2024. City of Dunn staff will review and evaluate the submittals based on:

- Responsiveness to the RFQ.
- Experience, qualifications and availability of the proposed Project Manager.
- Experience and qualifications of key project staff.
- Firm's related experience and performance on other projects, especially the quality of work, budget control, overall cooperation, and responsiveness.
- Proposed project approach.
- References on past similar projects.
- Ability to meet project schedule.

Note: City of Dunn may elect to conduct face-to-face interviews with two or more firms being evaluated prior to making a final selection. If the City of Dunn cannot reach an agreement with the initially selected firm, City of Dunn will then proceed to negotiate with other firms that submitted proposals or will reissue the RFQ. City of Dunn reserves the right to make an award in whole or in part, or to reject any and all proposals and not award a contract for the services described in this RFQ.

6. City of Dunn Point of Contact

Ian Stroud, Water Treatment Plant Manager, will be the primary point of contact for all consultant selection matters, technical, scheduling, coordination, consultant evaluation, invoicing matters, relating to this project. All questions regarding this Request for Qualifications shall be directed to Ian Stroud at Dunnwp@dunn-nc.org.