

Newberry County, SC  
Request for Qualifications  
Landfill Monitoring and Reporting  
Old Landfill, Cockrell Road, Newberry

March 11, 2020

**Project Number:** 2020-0311

**Location:** Newberry County Landfill Monitoring and Reporting

**Background:** Newberry County is the owner of a closed landfill located on Cockrell Road in Newberry, SC. In accordance with the closure plan for South Carolina Department of Health and Environmental Control (SCDHEC), Newberry County is responsible for monthly monitoring of gases and groundwater testing and the reporting the findings to SCDHEC.

SCS Engineers provided an Operations Maintenance and Monitoring Plan (OM&M) when new monitoring wells were installed as a requirement from SCDHEC and is included as an attachment to this solicitation. The OM&M Plan may be obtained from the County website under the link for this project.

**Project Scope:** The landfill has six (6) gas monitoring probes and thirteen (13) monitoring wells. Each of these monitoring points will be tested quarterly for contaminants as required by SCHEC. The testing firm will prepare a comprehensive report for submittal to SCDHEC.

The Offeror shall be responsible for managing the County's groundwater and landfill gas monitoring programs to ensure regulatory compliance in accordance with the facility permits. The permit is available for review at SCDHEC. The scope of work for professional solid waste services includes the following:

- Ground water sampling;
- Contract directly with qualified laboratory to perform analytical work;
- Data management;
- Statistical analysis;
- Monitoring and maintenance of landfill gas extraction system per OM&M;
- Installation of gas probes and monitoring wells (as needed);
- Regulatory reporting, correspondence, and negotiation of behalf of the County;
- Corrective Action monitoring and reporting;
- Participation in County meetings, as needed; and,
- General solid waste consulting

**Experience and Qualifications:**

Firms shall provide proof of thorough and extensive (10 years minimum) experience and expertise in the State of South Carolina performing solid waste landfill management consulting and water quality and

landfill gas monitoring services, including reporting requirements of SCDHEC for sanitary landfills. Qualified Offerors will have staff who are experienced with managing groundwater and landfill gas monitoring. Sub-contractors shall be listed in the responses.

**Submission Requirements:**

To achieve a uniform review process and allow for adequate comparability, the Request for Qualifications must be organized in the manner specified below:

- 1.0 Letter of Transmittal – limited to two pages
- 2.0 Briefly state your firm’s understanding of the work to be done, and make positive commitment to perform the work
- 3.0 Identify your Request for Qualification’s principal strengths
- 4.0 Give the names of the persons who will be authorized to make representations for your firm, their titles, addresses and telephone numbers
- 5.0 State whether or not your firm has been involved in any litigation within the past five (5) years, arising out of your performance. Explain fully if it has been involved in any litigation.
- 6.0 Provide past performance information
- 7.0 Provide names, qualifications, and experience on the firm’s project manager and all design professionals to be assigned to this project
- 8.0 Provide office location information and where work for this project will be performed
- 9.0 Provide recent, current and projected work leads of the firm
- 10.0 Provide a current and projected workload summary with a simple plan and schedule that demonstrates the firm’s ability to respond to and complete the work in a timely manner
- 11.0 Provide all remaining information pertaining to evaluation criteria requested in this RFQ
- 12.0 List any exceptions to this RFQ
- 13.0 One original and two (2) copies of the qualifications shall be submitted.

**Evaluation Criteria:**

Qualifications shall be evaluated and ranked based on the following Criteria:

- A. Related experience on similar projects
- B. Respective qualifications and demonstrated competence
- C. Ability to produce the required service within a reasonable time
- D. Past performance
- E. Ability to meet project budget requirements
- F. Proximity of the firm to Newberry County

Newberry County may conduct interviews with the top ranked, based on their submittals, if necessary. The RFQs will be evaluated on the criteria set forth in this document. Newberry County Council will make the final decision based on the Evaluation Committee's recommendation. Newberry County reserves the right to accept or reject any or all submittals.

**Contract Term:** The County will enter into a contract with the chosen firm for a period of three consecutive years, with the option to renew annually for two additional years.

**Fees:** It is the intent to negotiate an annual fee based on the scope detailed in the request. Offerors must submit a separate cost proposal for the services in their response.

**Additional Services:** The County reserves the right to request services in addition to those specified or implied by this solicitation, that are within the scope of services normally performed by the Offeror, at any time during the term of the resulting contract.

**Deadline for Submittals:** Statements of Qualifications will be accepted by Newberry County until 3:00 p.m., April 1, 2020. Submittals shall be sent to the attention of Crystal Waldrop, Purchasing Director, Post Office Box 156, Court House Annex Conference Room, 1309 College Street, Newberry, SC 29108. The deadline for questions is March 25, 2020 by close of business at 5:00 p.m. and may be submitted to [cwaldrop@newberrycounty.net](mailto:cwaldrop@newberrycounty.net).

It is the sole responsibility of potential Offerors to obtain any additional information that may be needed regarding this solicitation on the County website at [www.newberrycounty.net/departments/purchasing](http://www.newberrycounty.net/departments/purchasing)., including, but not limited to, addendums.